

**PUBLIC SAFETY SERVICES  
OFFICE OF STATE POLICE  
STRATEGIC PLAN  
FY 2005-2010**

**State Police**

**Agency Mission**

The Louisiana State Police is a statutorily mandated, statewide law enforcement agency charged to ensure the safety and security of the people in the state through enforcement, education and provision of other essential public safety services.

**Agency Vision**

Assure the safety of our highways, communities and environment through impartial enforcement of the laws of this state.

**Agency Philosophy**

The cornerstone of all great organizations is the commitment to excellence. In order for State Police to achieve and maintain excellence we must commit to the following:

**Professionalism:**

To promote, by example, the highest standards of appearance, conduct and propriety in all that we say and do, avoiding even the appearance of improper or inappropriate conduct.

**Personal Character:**

To embody basic principles such as honesty, trustworthiness, loyalty, justice, patience and duty. Personal character can be the difference between achieving long term commitment or settling for mere compliance. Character is more than talk. Action is the real indication of character. Talent is a gift and character is a choice. Giftedness gets you in and character keeps you there.

**Integrity:**

To require candor, honesty, honor, and fidelity in all that we do.

**Pride:**

To recognize and promote one's sense of personal value and worth and promote the enrichment of that value and worth.

**Creativity:**

To promote and encourage the development of effective solutions by encouraging all DPS personnel to offer their ideas. Some of the best ideas come from the young men and women of this great organization.

**Personal Development:**

To provide opportunities for personal growth by encouraging personnel to enroll in and continue formal education and training programs.

**Public Trust:**

To maintain a management philosophy that recognizes the necessity of maintaining the public trust as a prerequisite to the effective performance of our missions. Therefore, emphasizing absolute integrity of both the individual employees and the organization. Trust is the single most important factor in both personal and professional relationships. Trust is the foundation of leadership.

**Empowerment:**

Recognizing that our greatest strength is our workforce, I will work to empower our employees, encouraging and rewarding creativity, initiative and teamwork, while providing for your safety, welfare, and morale. These qualities are essential for success and every employee should constantly strive to maintain them.

**Stewardship:**

To embrace the philosophy that it is the individual's responsibility to manage his or her life, work and property with regard for the rights of others. Therefore, being accountable and responsible for our own actions as individuals and being willing to accept the consequences of those actions.

**Agency Goals**

Strive to adequately staff, equip and seek funding for its operation to ensure that the highways of this state are systematically patrolled and made safe.

Reduce duplication of effort, enhance interoperability and promote communication between federal, state, and local governments, particularly in the areas of Homeland Defense and Economic Development.

Improve and strengthen the effectiveness of management through planning, forecasting, training, coordinating and being accountable.

Promote public safety on the roads and highways and in our communities.

**PUBLIC SAFETY SERVICES  
OFFICE OF STATE POLICE  
STRATEGIC PLAN  
FY 2005-2010**

**Traffic Enforcement Program**

**Mission**

The Louisiana State Police is dedicated to improving the safety of the motoring public on Federal, State and local highways through vigorous enforcement of relevant statutes, education, training and by providing other essential public safety services.

**Philosophy**

In order for the general public to move throughout the state's highway infrastructure safely it is necessary for those agencies tasked with public safety to be as professional in their duties as humanly possible. A high degree of professionalism is achieved through education, training, utilization of "cutting edge" informational technologies and effective communication with the public. The interaction of professional personnel and the public fosters an atmosphere of public safety both real and perceived. The perception of those being served is as important as the service itself and improves voluntary compliance. Voluntary compliance and vigorous enforcement are the cornerstones of public safety.

Consequently the philosophy of the Louisiana State Police Traffic Enforcement Program is to undertake efforts to encourage and ensure voluntary compliance with the state's Highway Regulatory Act and related statutes. While maintaining a vision of our philosophy, we must excel in three major activities:

***Maintaining Voluntary Compliance.*** By providing the highest quality of service to the motoring public currently complying with the traffic laws of the state the perception of voluntary compliance will become the norm.

***Encouraging Additional Voluntary Compliance.*** A greater understanding of traffic safety can be achieved by creating an atmosphere of voluntary compliance through education and effective communication with the general public. This understanding will foster additional voluntary compliance.

***Discouraging Non-Compliance Through Enforcement.*** Louisiana State Police recognizes that there are those persons who will not voluntarily comply with the traffic laws even when they are provided with pertinent safety information and the consequences of violations. To address this segment of the motoring public, the State Police will vigorously enforce the traffic laws and other related statutes of the state of Louisiana.

To accomplish the mission and maintain its philosophy, this department has established both long term goals that are measurable, as well as, short term objectives that are achievable within a given period.

Traffic enforcement goals and objectives will be based on a six year time line. The department will strive to maintain the current level of compliant motorists. Secondly, the department will continue to utilize programs to increase the compliancy level through the efforts of education and effective communication with the public. Ultimately, enforcement of laws will address non-compliant motorists.

An important aspect is the planning, directing and deployment of personnel into the most advantageous programs by developing strategies. The developed goals, objectives and strategies have many common threads. These approaches are needed to maintain and improve State Police's service to the general public. The developed goals, objectives and strategies combine elements of the following four types of initiatives:

- Communication with and education of the general public as to State Police's function and the motoring public's responsibilities.
- Education and training of departmental personnel in the latest methods and most advanced technologies available.
- Improve both commercial and private motor vehicle safety through inspection.
- Increase compliance by vigorous enforcement

**GOAL I.** To direct appropriate traffic enforcement efforts toward violations, not only in proportion to the frequency of their occurrence but also in terms of traffic-related needs identified in the individual troop areas.

**GOAL II.** To develop partnerships and resources within the community to build problem-solving coalitions, instill a sense of mutual responsibility for enhancing public safety, increase the community capacity to resolve issues related to crime and traffic enforcement and improve quality of life.

**GOAL III.** To deter traveling criminals from using the highways of this state to transport illegal contraband or conduct other criminal activity in Louisiana through a specialized and highly trained cadre of personnel to conduct pro-active criminal patrols and enforcement.

**GOAL IV.** To improve the compulsory insurance compliance rate through increased physical inspections and checkpoints.

**GOAL V.** Enforce the laws and regulations governing motor carriers, motor transport vehicles and the drivers that operate them by working in concert with other state and federal law enforcement agencies to advance the cause of safety for the motoring public.

**GOAL VI.** Respond to incidents involving hazardous materials whether as a result of an accident or the result of intentional criminal activity and to prevent accidents through education and enforcement of appropriate standards, regulations and statutes regarding the handling of hazardous materials and explosives.

**GOAL VII.** To support state and local agencies by obtaining equipment through Office for Domestic Preparedness (ODP) grants.

**OBJECTIVE I.1** To provide 83% coverage in each troop area, as defined in the State Police Manpower Allocation Study 2000-2001, by June 30, 2010.

The Manpower Allocation Study demonstrates the current Traffic posture of the State Police and seeks to articulate the necessary manpower requirement for FY 2004-2010. Northwestern Traffic Institute model utilized in this study supports an additional 438 patrol troopers over current level for the State Police to accomplish its mandated mission. The increase in patrol trooper strength would give the State Police the ability to incorporate community policing, assign areas or duty posts to its personnel to ensure that the highways of this State are systematically patrolled and made safe. If the study was implemented as proposed, our citizens could expect to see a Trooper pass each point on the Interstate system a minimum of once every two hours and a minimum of once every six hours on U.S. and state highways.

**STRATEGY I.1.1** To continue the implementation of the TrafficStat program to compile annual collision experience data statewide to determine assignment of personnel.

**STRATEGY I.1.2** Apply geographical/temporal assignment of personnel and equipment based on collision data, enforcement activity records, traffic volume and traffic activity.

**STRATEGY I.1.3** Establish preventative patrols to deal with specific categories of unlawful driving behavior such as evidenced by each Troop's Complaint Log.

**STRATEGY I.1.4** Analyze location, time and causative factors in vehicle collisions based on numerically significant samples that are provided by the TrafficStat Program.

**STRATEGT I.1.5** Implement traffic incident management programs to reduce the resultant impact of road closures on the highway infrastructure system.

**STRATEGY I.1.6** Analyze fluctuations caused by seasonal variations that result in increases in traffic volume and/or collisions. Seasonal variations can be described as National or State holidays (Memorial Day, Labor Day, Mardi Gras, July 4<sup>th</sup> or events such as Fairs and Festivals, etc).

**STRATEGY I.1.7** Over a 6 year period, seek legislative support and funding for required trooper strength per the State Police Manpower Allocation Study based on an annual appropriation for two 35 cadet classes.

By June 30, 2005, desired Trooper strength will be 66%.

By June 30, 2006, desired Trooper strength will be 73%.

By June 30, 2007, desired Trooper strength will be 80%.

By June 30, 2008, desired Trooper strength will be 87%.

By June 30, 2009, desired Trooper strength will be 94%.

By June 30, 2010, desired Trooper strength will be 100%.

**STRATEGY I.1.8** Ensure that all patrol personnel are provided the safest and most technologically advanced equipment available by:

- Continuing to explore and adopt informational technology that will assist the department in creating crash reports, incident reports and citations; as well as, the sale of crash reports on an internet site.
- Replacing Mobile Data Computers for which their warranties have expired
- Providing full implementation of the Mobile Video Recorders and to explore and adopt technological upgrades to Digital Video Recorders.
- Replacing traffic radar units as they become obsolete.
- Providing every trooper with tire spike systems in order to reduce the duration of vehicle pursuits.
- The issuance of less-than-lethal devices such as TASERS.
- The issuance of electronic flare systems.
- The issuance of updated software for crash investigation and reconstruction (Photogrammetry, Nikon Total Station, and Crash Zone).

- Replacing existing outdated facilities such as Troops C, G, and L which were built in 1977.
- Exploration and adoption of an Automated Vehicle Tracking System to transmit GPS and wireless communications in order to track, locate, and manage mobile assets such as State Police cruisers and manpower.
- Providing each troop with a Traffic Incident Response Trailer that is equipped with all of the necessary items to facilitate management of traffic incident scenes (eg. Traffic signs, cones, barricades).

## PERFORMANCE INDICATORS

<i>Input</i>	Current State Trooper patrol strength Required State Trooper patrol strength per manpower study
<i>Output</i>	Total miles patrolled Total number of public assists Number of criminal arrests made Number of fatal crashes investigated Number of hazardous citations issued Number of occupant restraint citations issued Number of violation tickets issued Total number of crashes investigated Number of injury crashes investigated Number of crashes resulting in arrests
<i>Outcome</i>	Effective state coverage by State Police Crash scene clearance times Fatality Crash scene clearance times
<i>Efficiency</i>	Hours spent in court Training hours

**OBJECTIVE I.2** To maintain statewide enforcement of alcohol and drug related traffic offenses and compare the statistical outcome to the national standard of one million miles traveled.

**STRATEGY I.2.1** Selective assignment of personnel at the time when, and to the locations where analyses have shown that a significant number of violations and/or collisions involving impaired drivers have occurred.

**STRATEGY I.2.2** Selective surveillance of roadways on which there have been an unusual incidence of drinking-driving collisions to ascertain the characteristic violation profile of the problem drinker who drives.

**STRATEGY I.2.3** Selective DWI checkpoints for deterrence purposes.

**STRATEGY I.2.4** To enhance troopers' skills in detecting those persons who are under the influence of alcohol or drugs through continued training.

**STRATEGY I.2.5** To provide each Troop with a DWI/Intoxilyzer van to be utilized in DWI checkpoints and Task Force operations.

## **PERFORMANCE INDICATORS**

<i>Input</i>	Number of alcohol or drug related fatalities per one million miles traveled Current State Trooper patrol strength Required State Trooper patrol strength per manpower study
<i>Output</i>	Number of DWI arrests made and the number of drivers that are screened at DWI checkpoints. Number of Checkpoints within the calendar year
<i>Outcome</i>	A reduction in alcohol or drug related offenses per one million miles traveled.

**OBJECTIVE II.1** To increase the assigned number of uniformed officers involved with the community by June 30, 2010.

**STRATEGY II.1.1** Maintain close ties with those other functions that support and make possible the furtherance of crime prevention, especially by patrol troopers engaged in criminal patrols.

**STRATEGY II.1.2** In concert with the community, decide which crime types present the greatest problem; where the problems are most severe or where crime prevention activities could be most effective; and what types of responses would be most effective.

**STRATEGY II.1.3** Solicit the viewpoints of citizens on the prevalence of crime and the effectiveness of the agency's crime prevention efforts.

**STRATEGY II.1.4** Establish direct contacts with the community served to elicit public support, serve to identify problems in the making and foster cooperative efforts in resolving community issues.



The State Police will conduct a Boy's Camp and a Girl's Camp for at-risk or disadvantaged youth between the ages of 11 to 13. The camp is designed to develop character, discipline, team-building and leadership traits as it promotes a positive experience for young people. Thusly, the youth have a positive impact on each of their respective communities upon completion of the camp.

**STRATEGY II.1.5** At least quarterly, report to the Superintendent of State Police a description of current concerns voiced by the community; a description of potential problems that have a bearing on law enforcement activities within the community; a statement of recommended actions that address previously identified concerns and problems; and a statement of progress made toward addressing previously identified concerns and problems.

**STRATEGY II.1.6** Survey citizen attitudes and opinions every three years to determine overall agency performance, overall competence of agency employees, officers' attitudes and behavior toward citizens, community concern over safety issues with the troop areas as a whole and recommendations and suggestions for improvement.

## **PERFORMANCE INDICATORS**

<i>Input</i>	Number of public forums conducted such as open house events, community forums, as well as, the number of Child Seat Check Up events. (e.g. Night Out Against Crime, Neighborhood Watch, etc.)
<i>Output</i>	Number of community activities attended by a trooper
<i>Outcome</i>	Number of troopers assigned or participating in community involvement
	Number of installed or inspected child safety seats
<i>Quality</i>	Public Satisfaction with State Police (as measured by questionnaire/survey)

**OBJECTIVE III.1** To increase by 30% the number of criminal arrest made by the Criminal Patrols Program personnel, by June 30, 2010.

**STRATEGY III.1.1** Increase the number of state police troopers assigned to the Criminal Patrols Program by 31% by June 30, 2010.

By June 30, 2004, desired staffing level will be 75%.  
 By June 30, 2005, desired staffing level will be 80%.  
 By June 30, 2006, desired staffing level will be 86%.  
 By June 30, 2007, desired staffing level will be 91%.  
 By June 30, 2008, desired staffing level will be 97%.

By June 30, 2009, desired staffing level will be 100%.  
By June 30, 2010, continue to maintain the desired staffing level of 100%.

**STRATEGY III.1.2** Conduct three criminal interdiction details per calendar year.

**STRATEGY III.1.3** Provide continuing updates on the types of activities that traveling criminals are participating in while in the state and others.

**STRATEGY III.1.4** Continue to provide the most advanced equipment and other technologies to Criminal Patrol Teams.

**STRATEGT III.1.5** Continue to send Criminal Patrols Teams to the national Drug Interdiction Assistance Program (DIAP) Conference and the National Criminal Enforcement Association Winter Conference in order to increase networking opportunities, which develop professional contacts that aid troopers in identification of methods of operation for criminals engaged in illegal activities.

**STRATEGY III.1.6** Upon return from the Drug Interdiction Assistance Program Conference, personnel are to complete training briefs containing the latest investigative techniques. The briefs will be forwarded to all troopers through Roll Call Training.

**STRATEGY III.1.7** Maintain a high level of canine training and certification by sending canine teams to both state and national training sessions and competitions.

## **PERFORMANCE INDICATORS**

<i>Input</i>	Current Criminal Patrol Program strength
	Required Criminal Patrol Program strength per Procedural Order
	Number of Training and Networking Conferences
	Number of Interdiction Details per calendar year
	Number of canine training sessions and competitions
<i>Output</i>	Number of criminal arrests made by program personnel
	Number of training days for program personnel
	Number of apprehensions per recovery of stolen property by program personnel
	Number of successful motions to suppress evidence resulting from canine searches
<i>Outcome</i>	Percentage increase in number of criminal arrests
	Percentage of apprehensions per recovery of stolen property

Number of placements in top three at canine competitions

**OBJECTIVE IV.1** To increase the number of drivers screened for compliance with the state's Compulsory Insurance Law by performing additional checkpoints.

Louisiana has a high non-compliance rate with its Compulsory Insurance law. It will only be through the aggressive enforcement of these statutes that we will see a reduction in the number of uninsured motorists. Troopers daily perform contacts with drivers such as traffic crash investigation, public assists, and citation issuance in which drivers are screened for compliance. Non-compliance will result in either the vehicle being stored for not having insurance and the issuance of an administrative notice directing the driver to a Motor Vehicle Office to show proof of insurance. According to law a vehicle may not be towed if it is occupied by the elderly, handicapped or children. Enforcement of the Compulsory Insurance Law is performed during every traffic crash investigation and traffic stop. During this contact, troopers are responsible for driver's license checks. If it is determined that a person's driving privileges have been suspended or revoked by the Office of Motor Vehicles, the license is seized. Additional checkpoints will allow for an increase in driver screening for Non-compliance of the Insurance Law.

**STRATEGY IV.1.1** Perform insurance checkpoints in areas of the state that have a high degree of non-compliance.

**STRATEGY IV.1.2** Coordinate checkpoint enforcement with the appropriate State Police troops and other agencies to maximize effectiveness and operational efficiency.

**STRATEGY IV.1.3** Maintain in-car computers for real-time access to insurance files.

**STRATEGY IV.1.4** Develop special patrols initiative geared toward the apprehension of Compulsory Insurance violators.

**STRATEGY IV.1.5** Notification of offenders through files of the Office of Motor Vehicles for immediate registration and license plate removal.

## **PERFORMANCE INDICATORS**

<i>Input</i>	Number of Insurance violation notices issued
<i>Output</i>	Number of drivers screened for insurance compliance

*Outcome*      Percentage increase in the number of citations issued for Compulsory Insurance violations  
Percentage of compulsory automobile insurance compliance

**OBJECTIVE V.1**      Hold commercial vehicle involved fatality crashes to a level not to exceed one for every 100 million miles traveled through June 30, 2011.

Louisiana is experiencing yearly increases in commercial motor vehicle traffic. The increased volumes of traffic is directly related by economic uplifts supporting Louisiana businesses, external factors such as the North America Free Trade Agreement and increases in overseas shipments of goods to Louisiana ports requiring overland transport to market.

**STRATEGY V.1.1**      Require patrols of high traffic corridors.

**STRATEGY V.1.2**      Augment patrols with activist strategies that specifically target aggressive driving, tailgaters, speeders and other such violations.

**STRATEGY V.1.3**      Require patrols of construction and work zones and other reduced speed zones which, research concludes, have a higher occurrence of commercial motor vehicle fatal and serious injury crashes.

**STRATEGY V.1.4**      Require nighttime and off-hour patrols with enforcement emphasis on removal of fatigued, impaired or drugged drivers.

**STRATEGY V.1.5**      Establish educational programs and forums focusing on sharing highways with commercial vehicles like “No Zone” and other United States Department of Transportation sponsored educational campaigns.

**STRATEGY V.1.6**      Perform Compliance Review Audits of every Louisiana-based carrier involved in an at-fault, fatal crash through June 30, 2011.

These specialized enforcement initiatives will be part of newly created centralized command effort to direct the enhancement and overall effectiveness of such practices. Compliance Review Audits are an important and necessary tool to assess the safety posture of motor carriers. Inspection, crash, and other data used in these audits help identify at-risk carriers and provide a medium to institute corrective measure to minimize recurrences. Compliance

Reviews are extremely effective in identifying problem areas in which motor carriers experience difficulties in maintaining compliance. MCSAP will train additional Motor Carrier Safety troopers to perform Compliance Review Audits.

- Maintain a Compliance Review arm within the Motor Carrier Safety Unit by assigning qualified personnel to conduct Compliance Review Audits.
- Add personnel to augment the Compliance Review arm of the Motor Carrier Safety Unit capable of performing the required number of Compliance Review Audits.

**STRATEGY V.1.7** Increase the number of State Police Troopers assigned to the Motor Carrier Safety Assistance Program by 100% by June 30, 2011.

Louisiana has experienced a drastic increase in commercial vehicle traffic. Commercial vehicle miles traveled each year in Louisiana rises to levels where current staffing is inadequate to provide sufficient strengths in patrols. The Motor Carrier Safety Unit is working below 1989 staffing levels. The United States will soon open its southern borders to licensed Mexican carriers. Our state can expect an immediate surge in commercial motor vehicle traffic when this occurs. This sobering reality, coupled with increases in traffic currently associated with NAFTA, requires placement of additional troopers in MCSAP. To this end, MCSAP will:

- Request additional positions through the annual budgetary process.
- Acquire additional funding through the Federal Motor Carrier Safety Administration for new positions.
- Continue to train and cultivate pools of troop-stationed officers qualified to support MCSAP.
- Identify and transfer trained and qualified troopers to the Motor Carrier Safety Program when additional positions are established.

**STRATEGY V.1.8** Require 10% of regular-duty Motor Carrier Safety inspections be performed on vehicles transporting regulated, hazardous or explosive materials by June 30, 2011.

Almost 50% of all regulated or hazardous materials either pass through or originate in Louisiana. The great quantities of hazardous materials passing through our borders require the need for greater regulatory attention to these classes of commercial carriers.

- Perform regular, recurring hazardous materials handling

- and packaging training.
- Continue to require troopers assigned to the Hazardous Materials Response Unit to inspect commercial vehicles transporting regulated hazardous materials during regular duty hours.
- Train Towing and Recovery Unit officers in the handling, packaging and transportation of regulated or hazardous materials.

**STRATEGY V.1.9** Provide officers with replacement computers, technologies and software.

Continual changes in the advancement of computers, computer programs, and technologies require vigilance on the part of police administrators to maximize operational efficiency and effectiveness through use of these mediums. New technologies provide departure from traditional tactics and strategies, which provide the department greatest potential means of documenting and transferring safety violations from the field real-time to posting for retrieval and view by other law enforcement venues.

- Provide officers upgrades in computers, computer programs and technologies.
- Provide a means for local, state, and federal law enforcement agencies to transmit and deposit information discovered during roadside inspections into a national database for reciprocal law officer review.

## **PERFORMANCE INDICATORS**

Output	Number of Motor Carrier Safety Compliance Review Audits conducted
Outcome	Number of Motor Carrier Safety inspections conducted Fatality Rate per 100 Million Vehicle Miles Traveled Amount of Motor Carrier Safety civil penalties collected

**OBJECTIVE V.2** To increase by 5% the number of commercial vehicles carriers weighed for overweight violations by June 30, 2011.

Studies have shown that vehicles traveling over 10,000 pounds above their lawful load-bearing limits cause as much as 300% more damage to roads than vehicles operating at lawful weights.

**STRATEGY V.2.1** Increase the number of Weights and Standards Mobile Police Force officers by 100% by FY 2011.

NAFTA, coupled by an influx of commercial motor vehicle traffic resulting from the United States opening of its southern border to Mexican carriers, current strengths of weight enforcement officer will be insufficient to handle the overwhelming traffic volumes. Currently, there is 600 miles of state-owned roads for each weight enforcement officer. This unfortunate reality means most of Louisiana's secondary roads go unprotected. Violators know that detection is improbable, thus increasing their likelihood of traveling overweight, especially during off hours. Staffing levels are sufficient only to support a single 10-hour patrol shift every 24 hours. The only effective way of protecting the structural integrity of our roads is to increase officer numbers and inspection activities. Moreover, weights and standards officers, on average, issue approximately 500 weight violation tickets annually. Penalties generated from this violation tickets generally produce about \$125,000 per officer, per year making the placement of additional officers cost-effective.

**STRATEGY V.2.2** Continual development of patrols tactics and training to help officers readily identify overweight trucks.

## **PERFORMANCE INDICATORS**

<i>Output</i>	Number of vehicle inspections conducted Number of violations cited
<i>Outcome</i>	Number of commercial carriers weighed for overweight violations Amount of Weights and Standards civil penalties collected

**OBJECTIVE V.3** Maintain the integrity of the state's Motor Vehicle Inspection Program through June 30, 2011.

It is through regular, unannounced officer inspections of stations that will allow the Department to maintain the integrity of the Motor Vehicle Inspection Program. The omnipresence of officer inspection garners voluntary compliance of station owners to law and regulation.

**STRATEGY V.3.1** Require annual checks of Official Motor Vehicle Inspection Stations

**STRATEGY V.3.2** Utilization of covert inspections of MVI stations to check for compliance with applicable inspection law and regulations.

**STRATEGY V.3.3** Levy civil penalties against station owners for violations of inspection law and regulation.

## PERFORMANCE INDICATORS

<i>Input</i>	Number of MVI Stations licensed
<i>Output</i>	Number of MVI Stations inspected
<i>Outcome</i>	Number of MVI Stations in compliance

**OBJECTIVE V.4** The Towing and Recovery Unit shall insure the enforcement of Louisiana's Towing and Storage Act through the education, regulation, inspection, and licensing of the motor vehicle towing and storage industry, including: Tow companies, tow trucks, vehicle storage facilities and its employees. It will also promote compliance of business engaged in the tow, recovery and storage of vehicles.

**STRATEGY V.4.1** Perform random inspections of vehicle storage facilities.

**STRATEGY V.4.2** Perform annual inspections of tow trucks that perform troop-initiated rotational calls.

**STRATEGY V.4.3** Random roadside inspections of tow trucks

**STRATEGY V.4.4** Cite regulatory violations and impose civil penalties for such infractions.

## PERFORMANCE INDICATORS

<i>Input</i>	Number of licensed tow trucks
	Number of licensed storage facilities
<i>Output</i>	Number of tow trucks inspected
	Number of storage facilities inspected

**OBJECTIVE VI.1** Increase the proficiency of the State's first responders through education by increasing the number of classes taught by 20%.

**STRATEGY VI.1.1** Increase the proficiency of Departmental responders through continued specialized training.

**STRATEGY VI.1.2** Actively seek federal grants directly funding training programs for first responders.

**STRATEGY VI.1.3** Increase the staff at the Louisiana Emergency Response Training Center by 3 positions.



**STRATEGY VI.1.4** Provide courses, seminars and training aids to local emergency response personnel.

**PERFORMANCE INDICATORS**

<i>Input</i>	Number of training staff Amount of federal training grant dollars
<i>Output</i>	Number of training classes attended Number of training classes offered Number of students trained
<i>Outcome</i>	Percentage increase in the number of classes taught Percentage increase in the number of students trained

**OBJECTIVE VI.2** Respond to 100% of calls for assistance related to accidents or incidents involving hazardous materials or explosives.

**STRATEGY VI.2.1** Increase the Table of Organization of the Emergency Services Division by 10.

**STRATEGY VI.2.2** Maintain the Hazardous Materials Hotline.

**STRATEGY VI.2.3** Ensure through education and enforcement compliance with all applicable statutes, regulations and standards related to the storage, handling and transportation of hazardous materials.

**PERFORMANCE INDICATORS**

<i>Input</i>	Number of hazardous materials incidents reported Number of hazardous materials investigations opened
<i>Output</i>	Number of hazardous materials incidents responded to Number of hazardous materials transportation incidents Number of hazardous materials fixed site incidents Number of violations cited
<i>Outcome</i>	Percentage of hazardous materials incidents responded to

**OBJECTIVE VI.3** To maintain 75% inspection rate of commercial explosive licensees.

**STRATEGY VI.3.1** Increase the number of Explosive Specialists by 1 for a total of 5.

**PERFORMANCE INDICATORS**

<i>Input</i>	Number of explosive licenses issued
--------------	-------------------------------------

<i>Output</i>	Number of explosive inspections conducted
<i>Outcome</i>	Percentage of explosive licensees inspected

**OBJECTIVE VII.1** To administer in conjunction with the LA Office of Homeland Security and Emergency Preparedness, the federal Office for Domestic Preparedness grants as the grants administrator for the State Police.

The goal of the Office for Domestic Preparedness (ODP) grant program is to provide funding to enhance the capacity of state and local jurisdictions to prevent, respond to, and recover from incidents of terrorism involving chemical, biological, radiological, nuclear, or explosive (CBRNE) incidents and cyber attacks. ODP's grant programs were initiated in 1999, and currently provide funds to all 50 states, the District of Columbia, the Commonwealth of Puerto Rico, American Samoa, the Commonwealth of Northern Mariana Islands, Guam, and the U.S. Virgin Islands. As State Police's grant administrator, LSP, in turn, administers the procurement of equipment funds to jurisdictions within the state as well as to state agencies for use by the state in accordance with a statewide strategy developed in conjunction with local jurisdictions.

**STRATEGY VII.1.1** Purchase equipment for emergency responders designed to prevent, deter, respond and recover from CBRNE incidents. Equipment purchased may be for personal protection, chemical and biological detection, chemical and biological decontamination, interoperable communication and any other allowable categories.

**STRATEGY VII.1.2** Participate in exercises to synchronize and integrate cross-functional and intergovernmental crisis and consequence management response.

Exercises are a critical part of a Better Prepared America. Our exercises strive to train first responders so that they can practice prevention, reduce vulnerabilities, and hone recovery capabilities in a risk-free environment. Our goal is to help states, cities, towns and villages gain an objective assessment of their capacity to prevent or respond to and recover from a disaster so that modifications or improvements can be made before a real incident occurs.

### **STRATEGY VII.1.3 Apply for Training Grants.**

This program provides funding for training initiatives that further ODP's mission of preparing the nation to prevent, deter, respond to and recover from incidents of terrorism involving CBRNE incidents. The program invites applicants to submit training proposals that enhance state and local prevention, preparedness, and response capabilities.

### **PERFORMANCE INDICATORS**

<i>Input</i>	Amount of ODP grant funds appropriated to Louisiana
<i>Output</i>	Amount of ODP grant funds appropriated to municipal and local governments
	Amount of ODP grant funds appropriated to state agencies

**PUBLIC SAFETY SERVICES  
OFFICE OF STATE POLICE  
STRATEGIC PLAN  
FY 2005-2010**

**Criminal Investigation Program**

**Mission**

The Criminal Investigations Program is to provide the citizens of Louisiana with a safer community through the delivery of aggressive, vigilant, and professional law enforcement service.

**Philosophy**

The Louisiana State Police Bureau of Investigations, through the operation of its Criminal Investigations Program, is committed to the suppression of criminal activity through vigorous enforcement of relevant statutes. The Criminal Investigations Program will continue to implement standards of proficiency and professionalism, making it a model for the nation.

**GOAL I.** The Criminal Investigations Program will suppress criminal activity by increasing detection of criminal activity and apprehension of perpetrators.

**GOAL II.** The Criminal Investigations Program will continue to enhance professionalism, proficiency and effectiveness of its employees.

**GOAL III.** The Criminal Investigations Program will enhance communication and cooperation with local, state and federal law enforcement agencies.

**OBJECTIVE I.1** Increase the number of criminal investigations 10% by FY 2010.

The program realizes the importance of its mission to suppress criminal activity. Therefore, the program will fully utilize all available resources to aggressively investigate criminal activity resulting in an increase in the number of criminal investigations.

**STRATEGY I.1.1** Increase authorized investigative and support personnel positions as indicated in phase 2 of the manpower allocation model by FY 2010.

All vacancies within the Bureau of Investigation will be identified and there will be an effort to recruit the necessary number of motivated investigators to maintain the program at full strength. Also, additional personnel will be requested as indicated in phase 2 of the manpower allocation model.

**STRATEGY I.1.2** The Narcotics and Detective sections will increase the number of criminal investigations initiated 10% by FY 2010.

The program will utilize all available resources such as grants, overtime, training and a full compliment of personnel in order to achieve a 10% increase in the number of criminal investigations.

**STRATEGY I.1.3** Increase the number of fugitives apprehended 10% by the FY 2010.

The program plans to increase the number of fugitives captured through the enlistment of a greater number of informants and enhanced cooperation with other local, state and federal law enforcement agencies.

**STRATEGY I.1.4** The Insurance Fraud section will increase the number of criminal investigations initiated 10% by FY 2010.

The program will utilize all available resources such as, overtime, training and a full compliment of personnel in order to achieve a 10% increase in the number of Insurance Fraud related investigations.

## **PERFORMANCE INDICATORS**

<i>Output</i>	Number of criminal investigations initiated Number of felony arrests (GPI Narcotics, Detectives, and Insurance Fraud) Number of fugitive arrests
<i>Outcome</i>	Percent change in personnel Percent increase in criminal investigations initiated Percent increase in number of arrests Percent increase in number of fugitive arrests
<i>Efficiency</i>	Number of criminal activity files per investigator Number of arrests per investigator

**OBJECTIVE I.2** Increase the collection of criminal activity information 10% by increasing the development of both external and internal sources by FY 2010.

Collecting, evaluating and disseminating information on known or suspected criminal violators, groups or organizations is necessary to provide law enforcement with timely information which can affect the security, and welfare of the state and its citizens. Therefore, utilizing all available resources, the program will attempt to increase the collection of criminal intelligence by 10%.

**STRATEGY I.2.1** Implement an integrated, compatible, and centralized case management system by FY 2010.

Currently, when seeking information on a known or suspected criminal, it is necessary to check each individual data base within the Department. Therefore, the program will implement a centralized case management system that will allow immediate and easy access to State Police information.

**STRATEGY I.2.2** Increase computer forensic analyses 5% by FY 2010.

Criminals are quickly increasing their use of computers in conjunction with their criminal exploits. The program will provide its Technical Support Officers with the training and equipment necessary to facilitate a 5% increase in computer forensic analyses.

**STRATEGY I.2.3** Develop and implement the Louisiana Most Wanted flyer and Web page.

The program will continue to make use of new technologies such as the Internet as a means of publicizing information related to wanted fugitives within the state.

## **PERFORMANCE INDICATORS**

<i>Output</i>	Implementation of a case management system Number of seized computers forensically analyzed Number of fugitives publicized
<i>Outcome</i>	Percent completion of the case management system Percent increase in seized computers forensically analyzed Percent increase in the number of fugitives publicized
<i>Efficiency</i>	Number of criminal activity files per investigator Number of computers analyzed per investigator Ratio of number of fugitives publicized to information received

**OBJECTIVE II.1** Increase training opportunities available to investigators 10% by FY 2010.

The program realizes that training is necessary to maintain efficiency and professionalism. Advanced training, in any form, can enhance those qualities.

**STRATEGY II.1.1** Identify formalized training sessions sponsored by outside entities.

Research will be conducted to locate and evaluate training offered by other law enforcement agencies as well as private entities specializing in educational needs which may improve the program's function. These will focus on particular and specific aspects of criminal investigations.

**STRATEGY II.1.2** Conduct internal training sessions.

Within operational units, utilizing the expertise of personnel already assigned to the Bureau of Investigation, the program will develop and institute formal training in specialized functions. This will be an ongoing training activity which will minimize training cost to the Department.

## **PERFORMANCE INDICATORS**

<i>Output</i>	Number of courses attended
<i>Outcome</i>	Percent increase in number of courses attended
<i>Efficiency</i>	Number of training courses per employee

**OBJECTIVE III.1** Increase other agency assistance 10% by FY 2010.

Experience has demonstrated that cooperation between law enforcement agencies is an effective tool in investigating criminal activity.

**STRATEGY III.1.1** Encourage investigators to assist other agencies with criminal investigations.

The sharing of information, technical resources and personnel have been proven to be effective in detecting, solving and/or preventing criminal activity. Therefore, investigators will be encouraged to nurture cooperation with other local, state and federal law enforcement agencies through personal contacts and the attendance of informational discussions or conferences.

**STRATEGY III.1.2** Maintain multi-agency task force operations.

State Police will continue to participate in multi-jurisdictional task forces such as the Violent Crime Task Force, Organized Crime Task Force, the HIDTA Task Force and the Narcotics Task Force.

## PERFORMANCE INDICATORS

<i>Output</i>	Number of other agency assists Number of task force operations
<i>Outcome</i>	Percent increase in other agency assists Percent change in task force operations
<i>Efficiency</i>	Number of other agency assists per investigator Number of criminal activity files per task force investigators



**PUBLIC SAFETY SERVICES  
OFFICE OF STATE POLICE  
STRATEGIC PLAN  
FY 2005-2010**

**Operational Support Program**

**Mission**

Operational Support's role is to provide essential functions to support the traffic, gaming, and criminal programs. These services are performed by a number of diversified divisions within the Louisiana State Police. Operational Development, Technical Support Services, the State Police Crime Lab and DPS Police each supply services and information which are necessary to maintain a high level of professionalism. These programs assist uniform and plainclothes personnel daily in accomplishing their mission safely with the utmost competency. They also inform and educate the general public as well as departmental personnel.

**Philosophy**

It is necessary to continue to improve present services while attempting to create, develop and implement innovative programs in order to maintain leadership in law enforcement professionalism. The future of State Police is one in which dramatic changes wrought by technology will be the norm. In order to maintain the Department's integrity, professionalism and compassion we must have information superiority: the capability to collect, process, and disseminate an uninterrupted flow of information. Information must flow within the department, to our public safety partners and to the general public. This serves to heighten the public's awareness of the capabilities of State Police demonstrating the many ways that individuals and groups can assist law enforcement to achieve mutual goals.

- GOAL I.** The Operational Support Program will develop innovative initiatives through which the State Police will maintain and improve its effectiveness and quality through accountability.
- GOAL II.** The Operational Support Program will develop new and expanded educational and training programs to promote communication between state and local governments and the public to encourage public safety.
- GOAL III.** The Operational Support Program will seek adequate resources through legislative measures, federal grants and other sources to promote adequate staffing and equipment to provide for the public safety.

**GOAL IV.** The Operational Support Program will develop initiatives that expand the ability of State Police to adequately recruit and retain qualified personnel.

**GOAL V.** To decrease criminal activity through proactive patrol and enforcement throughout those properties constituting the Capitol Park and Department of Public Safety facilities as well as provide for the safety of the citizens who frequent those properties.

**OBJECTIVE I.1** Maintain Commission on Accreditation for Law Enforcement Agencies (CALEA) accreditation and become reaccredited by November 2006 and again in November 2009.

The Commission on Accreditation for Law Enforcement Agencies, Inc (CALEA) was formed in 1979 to establish a body of standards designed to (1) increase law enforcement agency capabilities to prevent and control crime; (2) increase agency effectiveness and efficiency in the delivery of law enforcement services; (3) increase cooperation and coordination with other law enforcement agencies and with other agencies of the criminal justice system; and increase citizen and employee confidence in the goals, objectives, policies and practices of the agency. CALEA standards reflect the best professional requirements and practices for a law enforcement agency.

**STRATEGY I.1.1** Collect proofs from the various sections within Public Safety Services to verify compliance with CALEA requirements.

**STRATEGY I.1.2** Conduct staff assistance visits to educate personnel and ensure compliance with CALEA requirements.

**STRATEGY I.1.3** Accreditation Manager initiates a periodic examination of the agency to determine its compliance with applicable standards required for reaccreditation.

**STRATEGY I.1.4** Prepare for representatives of the Commission who will conduct an onsite visit, including panel interviews, to verify the agency's compliance with all applicable standards.

**STRATEGY I.1.5** Submit annual reports to the Commission during the 3-year accreditation period to attest continued

compliance and report changes or difficulties experienced during the year.

## PERFORMANCE INDICATORS

<i>Input</i>	Number of applicable CALEA standards
<i>Input</i>	Number of staff assistance visits
<i>Output</i>	Number of applicable CALEA standards with which State Police is in compliance
<i>Outcome</i>	Percentage of standards with which State Police is in compliance Department awarded reaccreditation

**OBJECTIVE I.2** Complete and implement a systematic manpower allocation analysis for all sections within State Police to determine required personnel versus appropriated T.O by June 30, 2010.

A model or other suitable systematic method will be used to determine the manpower requirements necessary to accomplish the State Police mandated mission. Phase I focuses strictly on manpower requirements for traffic enforcement. Phase II will focus on all other areas of State Police.

**STRATEGY I.2.1** Update Phase I Manpower Allocation Model - Traffic Program.

**STRATEGY I.2.2** Seek resources to implement Phase I Manpower Allocation Model – Traffic Program.

**STRATEGY I.2.3** Develop a Phase II Manpower Allocation Model.

**STRATEGY I.2.4** Seek resources to implement Phase II Manpower Allocation Model – Other sections.

## PERFORMANCE INDICATORS

<i>Output</i>	Phase I - Manpower Allocation Model - Traffic Program complete Phase II - Manpower Allocation Model - Other Programs complete
<i>Outcome</i>	Phase I - Manpower Allocation Model - Traffic Program implemented Phase II - Manpower Allocation Model - Other Programs implemented

**OBJECTIVE I.3** The Crime Laboratory will maintain American Society of Crime Laboratory Directors/Laboratory Accreditation Board

(ASCLD/LAB) accreditation to ensure continued quality lab operations through June 30, 2010.

ASCLD/LAB offers a voluntary program in which any crime laboratory may participate in order to demonstrate that its management, operations, personnel, procedures and instruments, physical plant and security, and personnel safety procedures meet certain standards. The accreditation process is one form of a quality assurance program, which may be combined with proficiency testing, continuing education and other programs to help the laboratory strive to give better overall service to the criminal justice system. The Crime Laboratory seeks to maintain ASCLD/LAB accreditation by meeting the established quality assurance standards as outlined in the Laboratory Accreditation Board Manual.

**STRATEGY I.3.1** Maintain an internal Quality Assurance Unit.

To assure continued accreditation and compliance with ASCLD/LAB standards, the Crime Lab will maintain a Quality Assurance (QA) Unit capable of dedicating its work efforts toward accreditation and internal audit capabilities. The primary purpose of holding all forensic science units to accreditation standards is to assure the quality of analytical results that are provided to the criminal justice system. The QA Unit has clear responsibility for developing a position of excellence in each forensic science discipline. The QA Unit will be composed of one manager and an internal audit team of at least three forensic scientists who will perform internal lab audits to objectively evaluate laboratory operations while ensuring compliances with established standards. The QA Unit will ensure corrective action measures are developed and implemented to eliminate deficiencies identified by internal audits.

**STRATEGY I. 3.2** Renew ASCLD/LAB accreditation every five years.

Request re-inspection every five years to maintain accreditation and meet quality assurance. Accreditation shall be for a period of five (5) years and shall commence on the date the ASCLD/LAB approves accreditation. Re-accreditation or continuation of accreditation will require a new evaluation and on-site inspection. Whether an accredited laboratory continues to meet the standards

set forth by the ASCLD/LAB determines its suitability for re-accreditation or continuation of accreditation.

**STRATEGY I.3.3** Seek ASCLD/LAB accreditation in any currently unaccredited disciplines or any new disciplines if required.

New disciplines of analysis may be added at the Crime Laboratory as advances in technology are made in the field of forensic science. If new disciplines are added, they should be established in such a way as to meet all ASCLD/LAB accreditation criteria for that discipline and accreditation should be sought provided sufficient resources (personnel and equipment) are available.

Should ASCLD/LAB mandate that any current disciplines or sub-disciplines not presently accredited comply with their standards, steps will be taken to achieve compliance provided sufficient resources are available.

## **PERFORMANCE INDICATORS**

*Outcome* Percentage of compliance with ASCLD/LAB accreditation criteria.

**OBJECTIVE I.4** The Crime Laboratory will continue to utilize a computerized firearms identification system known as the National Integrated Ballistic Information Network (NIBIN), to support the resolution rate of gang, drug related and other types of serial shooting investigations.

NIBIN, a joint venture between the FBI and ATF, is an image-based database and computer network that provides forensic firearms laboratories with the capability to match firearms evidence within a laboratory or with any other NIBIN site in the United States allowing law enforcement the capability to solve major crimes connected to firearms, cartridge cases and bullets.

**STRATEGY I.4.1** As the Louisiana State Police Crime Laboratory serves as one site for the program and strives to provide an effective program for law enforcement communities throughout the state, the laboratory will request the necessary resources for electronic image capture and data entry.

## **PERFORMANCE INDICATORS**

*Input* Number of ammunition cartridge cases entered  
Number of bullets entered

*Outcome*            Number of matches identified in NIBIN from LSP Crime Lab inquiries

**OBJECTIVE I.5**        The Crime Lab will provide to the criminal justice community which it serves more timely and efficient service, striving to complete 100% of the work requested for trial purposes at the local, state and federal criminal justice level.

**STRATEGY I.5.1**    It will do this by allocating its resources towards those cases needing to be worked and by having analytical reports ready for trial. This effort will be conducted by communicating with court personnel on cases actually going to trial and obtaining the necessary resources in personnel and equipment for evidence testing.

**PERFORMANCE INDICATORS:**

<i>Input</i>	Number of requests for analysis
<i>Output</i>	Number of requests for services analyzed
<i>Outcome</i>	Number of agencies served
	Percentage reduction in turnaround time

**OBJECTIVE I.6**        The Crime Laboratory will maintain American Society of Crime Laboratory Directors/Laboratory Accreditation Board (ASCLD/LAB) accreditation by transitioning from the current ASCLD/LAB-Legacy program to the new ASCLD/LAB-International (ISO 17025) by June 30, 2010.

ASCLD/LAB has approved a new set of accreditation standards called ASCLD/LAB-International (based on the ISO 17025 program) which must be met upon re-accreditation after April 1, 2009.

It will be necessary to learn what the new standards are and their applicability to Crime Lab operations, how they can be interpreted, and what policies and procedures need to be developed or revised to adequately address the new standards. It will be necessary to receive training and guidance from other labs and their personnel who have already successfully transitioned to the new program.

Current lab policies and procedures must be reviewed for compliance with the new standards. Any deficiencies must be

addressed by changing existing policy or creating new policy to meet the standards.

New policies and procedures that are developed must be implemented. Needed equipment or supplies for successful implementation of these new procedures must be purchased. Personnel needs based on new policies and procedures must be evaluated and assessed.

**STRATEGY I.6.1** Audit new policies and procedures for compliance.

Any new policies and procedures implemented must be audited to review compliance. Compliance with a new policy is usually required for at least 90 days prior to any accreditation review.

**STRATEGY I.6.2** Issue corrective actions and follow-up to achieve compliance.

Corrective action measures should be taken rectify any new policies and procedures identified through audits as non-compliant. Follow-up action is necessary to ensure that corrective action plans are implemented and that compliance is achieved.

**STRATEGY I.6.3** Seek external audits to review for compliance.

External audits by outside agencies such as the National Forensic Science Technology Center are very useful tools in evaluating compliance with standards. External audits provide an objective view from those who have experience in compliance with standards.

## **PERFORMANCE INDICATORS**

<i>Outcome</i>	Percentage of compliance with ASCLD/LAB-International criteria that are audited each month.
----------------	---

**OBJECTIVE I.7** To meet the crime scene needs of state, parish, local and federal law enforcement agencies by providing quality forensic DNA analysis through the reduction of evidence turnaround from two months to one.

**STRATEGY I.7.1** Provide quality forensic DNA analysis to the law enforcement agencies the Crime Lab serves in accordance with

the Federal Quality Assurance Standards for Forensic DNA Testing Laboratories.

Forensic DNA testing is the identification and evaluation of biological evidence in criminal matters using DNA technology. The Forensic DNA Unit of the Crime Lab currently provides forensic DNA analysis for law enforcement agencies throughout the state. This Unit performs all forensic DNA Analysis pursuant to the Federal Quality Assurance Standards for Forensic DNA Testing Laboratories and the Federal Quality Assurance Standards for DNA databasing laboratories.

**STRATEGY I.7.2** The DNA Unit will incorporate methods, rules, and protocols which minimize procedural bottlenecks, identify high priority cases, reduce or eliminate unnecessary analyses, and organize an equitable caseload for analysts in order to improve the efficiency of casework, reduce the turnaround time, and eliminate the current backlog of DNA cases.

**STRATEGY I.7.3** Staffing this unit with permanent full-time Technical Leader(s) will allow the DNA Unit to serve law enforcement agencies in a timelier manner.

The Federal Quality Assurance Standards for Forensic DNA Testing Laboratories and the Federal Quality Assurance Standards for DNA databasing laboratories mandate a forensic DNA Technical Leader oversee DNA technical operations for each lab in the country. According to the Federal Quality Assurance Standards for Forensic DNA Testing Laboratories, a DNA Unit cannot analyze or report forensic DNA cases without a DNA Technical Leader. The Technical Leader is responsible for evaluating all methods used by the laboratory and for proposing new or modified analytical procedures to be used by examiners. The Technical Leader is responsible for technical problem solving of analytical methods and for the oversight of training, quality assurance, safety and proficiency testing in the laboratory.

The Crime Lab currently outsources this function due to a national shortage of qualified personnel for this technical position. This lengthens turnaround time for publishing scientific analysis reports for this Unit. The Crime Lab will continue to contract with a Technical Leader for Forensic DNA oversight until the DNA Unit can be staffed with permanent full-time DNA Technical Leader(s). With the staffing of full time Technical Leader(s) this Unit will reduce turnaround time from two months to one month.



**STRATEGY I.7.4** Provide continuing education and training to the Forensic and CODIS DNA Units to stay current on the most recent advances in DNA analytical theory, methodologies and techniques.

The Federal Quality Assurance Standards for Forensic DNA Testing Laboratories and the Federal Quality Assurance Standards for DNA databasing laboratories mandate the education, training and experience for all DNA analysts in a DNA laboratory. All DNA personnel at the Crime Lab have the required educational background to perform DNA analysis. The Federal Quality Assurance Standards for Forensic DNA Testing Laboratories and the Federal Quality Assurance Standards for DNA databasing laboratories also mandate that all DNA analysts in this country attend at least one continuing education scientific conference per year to stay current on the most recent advances in DNA analytical theory, methodologies and techniques.

The Crime Lab will develop a DNA analyst continuing education program which includes an Annual In-state DNA Meeting for Continuing Education and encourages LSP analysts' participation in other professional meetings. This will ensure DNA analysts at the Crime Lab will stay current on the most recent advances in the areas of DNA analytical theory, methodologies and techniques.

**STRATEGY I.7.5** Explore and validate new testing methods for Forensic DNA analysis.

Explore and validate new and emerging DNA technologies to develop improved methods on existing samples and to enable new methods for samples previously unanalyzable.

The laboratory uses validated methods and procedures for forensic casework analyses. The DNA Unit will explore new DNA technologies to enhance service and efficiency to the law enforcement agencies it serves. Any new and emerging DNA technologies identified by the DNA Unit shall undergo developmental validation to ensure accuracy, precision and reproducibility of the procedure.

**STRATEGY I.7.6** Continue to implement the DNA Detection of Sexual and Violent Offenders Act by complying with the 1999 Act as amended in 2003 State Data Banking Law by working with the Department of Corrections, Probation and Parole, and all local law enforcement agencies to ensure that all required collections properly occur.

The 1999 DNA Detection of Sexual and Violent Offenders Act as amended in 2003 mandates that a DNA sample be collected from all convicted offenders and arrestees of felonies and a specific list of misdemeanors. The DNA profiles generated from analysis of these samples are uploaded into the CODIS system and compared to DNA profiles generated from evidence of unsolved crimes or crime scene evidence. This program serves as a tool for identifying the perpetrators of crime. It promotes the sharing and exchange of DNA identification records on a state and national level by law enforcement agencies through Combined DNA Index System (CODIS).

The law requires DNA samples to be collected from incarcerated individuals convicted of all felonies and numerous specific misdemeanors prior to their release from the Department of Corrections. The law also requires that a sample be taken from an individual upon arrest at booking for the same offenses.

The Louisiana State Police Crime Laboratory will continue to coordinate the efforts of a number of state law enforcement agencies to collect these samples. The Crime Laboratory will also continue to coordinate the analysis, data management, and public relations required to provide the state with a useful DNA data bank which will serve as a tool for identifying the perpetrators of crime.

Currently, convicted offender samples are collected by Department of Corrections and Probation and Parole personnel. Arrestee samples are taken at booking in conjunction with the AFIS transaction by local booking agents.

**STRATEGY I.7.7** Renovate and expand the Crime Lab to acquire adequate work space to process databasing samples in house and automate analysis wherever possible.

Renovate the Crime Lab for adequate office and laboratory space which will improve work flow and quality assurance by providing better work conditions. The Crime Lab currently outsources the DNA analysis of both convicted offender and arrestee databasing samples. The Crime Lab will be renovated and add approximately 16,000 square feet to house the Forensic and CODIS DNA Units. Upon completion of these renovations, equipment to automate the analysis of convicted offender and arrestee databasing samples will be purchased. This will eliminate the need to outsource all databasing samples, provide for a quicker turn around time on

databasing samples and allow for more expeditious upload of these samples into the CODIS system. When possible, automated procedures will be incorporated to improve the efficiency of regular casework.

**STRATEGY I.7.8** Reduce no-suspect backlog cases in the State of Louisiana through Forensic DNA analysis.

Develop a program which identifies and expedites the analysis of unknown suspect cases in order to provide timely investigative information to law enforcement and uses the statewide arrestee and the national convicted offender DNA databases.

The DNA Unit actively addresses issues raised by old unsolved cases before the advent of DNA analysis. Local law enforcement agencies routinely re-submit such cases for DNA analysis in an effort to finally solve them. The DNA Unit will actively solicit such cases in conjunction with federal backlog reduction programs, perform DNA analysis on such cases, and expeditiously upload any foreign DNA profiles obtained into the CODIS system for comparison to databasing samples.

## **PERFORMANCE INDICATORS**

<i>Output</i>	Number of DNA convicted offender samples collected Number of DNA arrestee samples collected Number of CODIS (arrestee and convicted offender) samples accessioned Number of CODIS samples uploaded to National DNA Indexing System (NDIS) Number of CODIS samples uploaded to State DNA Indexing System (SDIS)
---------------	--

**OBJECTIVE I.8** The Bureau of Criminal Identification and Information will, by electronic means through the Automated Fingerprint Identification System (AFIS), collect 98% of all submitted criminal arrests, by June 30, 2010.

AFIS is a computer system designed to allow electronic submission of criminal arrest information by reporting agencies. The AFIS system collects statutorily mandated arrest information from criminal justice agency bookings. AFIS then transfers that information to the Louisiana Computerized Criminal History (LACCH) system, which provides authorized user access to criminal history information maintained by the Bureau of Criminal Identification and Information (Bureau). Bookings which do not

use the AFIS system require submission of fingerprint cards to the Bureau which manually inputs and stores the information.

The objective is to increase the electronic submissions to ensure timely input of criminal history arrest information. With the completion of connectivity to the FBI in July 2002, these electronic submissions provide automatic returns of wanted and criminal history information to the booking facility. This results in more effective identification and apprehension of fugitives, and greater accuracy in the criminal history information. Manual submissions now take approximately 2 weeks for responses. Electronic submissions provide responses in approximately 2 hours.

**STRATEGY I.8.1** Encourage increased law enforcement usage of the Automated Fingerprint Identification System (AFIS) for reporting applicable records.

The Bureau will continue to provide statistical information to all participants to encourage use of the AFIS system. The Bureau will conduct meetings to encourage active participation by key stakeholders in the system.

**STRATEGY I.8.2** Ensure system equipment is operational and is properly utilized.

The Bureau will monitor equipment use and coordinate system problems with the Data Processing center and the system Vendor. The Bureau will identify and report locations that are not fully utilizing the system equipment and ensure training of users. The Bureau will reassign equipment to fully utilize the system.

**STRATEGY I.8.3** Monitor and provide technical management of the AFIS Full Function Remote (FFR) Sites.

The Bureau will monitor statistics and provide oversight to six FFR sites whose function is to provide quality assurance for system transactions. These sites are under the direct control of that criminal justice agency's head but the bureau maintains technical and functional supervision over their work. These FFR sites are funded by the department under contract with the various agencies.

**STRATEGY I.8.4** The Bureau will monitor system use, perform needs analysis and recommend enhancements to AFIS.

Because of the changes in technology, and the need for continued system integration with various outside systems of other criminal justice agencies, it is necessary to continue to plan for future system and user needs. The Bureau will identify these needs and request adequate funding.

## **PERFORMANCE INDICATORS**

<i>Input</i>	Number of criminal bookings processed on AFIS Number of criminal fingerprint cards received
<i>Output</i>	Percentage of total submitted criminal bookings using the AFIS system

**OBJECTIVE I.9** The Bureau of Criminal Identification and Information will ensure that 90% of the requests we receive to update criminal history information are processed into the Louisiana Computerized Criminal History (LACCH) system and electronically available by June 30, 2010.

The Bureau of Criminal Identification and Information will capture 98% of felony, violent misdemeanor, and DWI arrest records electronically by using the Automated Fingerprint Identification System (AFIS). It will electronically process into LACCH computerized dispositions from the Louisiana Supreme Court's Case Management Information System (CMIS), or other electronic submitters and fully process expungements in order to provide more complete reporting of criminal history information to local, state, and federal agencies, including the FBI, by the year 2010.

**STRATEGY I.9.1** The Bureau of Criminal Identification and Information will implement electronic disposition reporting.

The Bureau will receive and efficiently integrate into the LACCH system accurate arrest dispositions electronically reported by CMIS or other electronic contributors.

**STRATEGY I.9.2** Develop new procedures for processing expungements.

The Bureau will review current laws and make recommendations for legislative changes to standardize the process. This will allow development of electronic means of processing expungements.

**STRATEGY I.9.3** The Bureau of Criminal Identification and Information will coordinate a rewrite of the Louisiana Computerized Criminal History (LACCH) system.

A complete re-write of the Louisiana Computerized Criminal History (LACCH) system is necessary to ensure that it will serve as a storage and retrieval system for criminal history information, serving the needs of the criminal justice users and specified groups..

LACCH will be integrated with other databases such as Sex Offender Registry, Motor Vehicles, and other accessible databases that share relevant information concerning an individual's criminal history. By increasing coordination, collection, storage, and dissemination of relevant and accurate criminal justice information maintained in separate databases we will improve public safety and the efficiency of the criminal justice system.

**STRATEGY I.9.4** Promulgate Administrative rules as permitted by law.

As statutorily mandated, the Bureau will promulgate rules and regulations to ensure the privacy and security of the criminal history information contained in LACCH.

**STRATEGY I.9.5** Participate in the Interstate Identification Index.

The Bureau will move to implement participation in the Interstate Identification Index (III). This is a system to allow other states direct access to the criminal history files contained in the Louisiana Computerized Criminal History database. Participation in this process is desired to ensure information is shared with other criminal justice agencies in other states in an effective manner. Louisiana is the only state currently not "sole-sourced" and one of less than ten which are part of the "III" initiatives. Sole-sourced means that all arrests, dispositions, expungements, and other criminal history transactions are processed through the state's central repository for FBI submission. This is a pre-requisite for "III" participation. This capability will benefit all by providing information necessary to ensure security and protection of the public.

## **PERFORMANCE INDICATORS**

<i>Input</i>	Number of expungements received Number of arrest dispositions received electronically Number of arrest dispositions received manually
--------------	---

<i>Output</i>	Number of criminal fingerprint cards received Number of criminal fingerprint cards processed Number of expungements processed Number of arrest dispositions processed electronically Number of arrest dispositions processed manually
---------------	---

**OBJECTIVE I.10** The Bureau of Criminal Identification and Information will process 75% of the requests for applicant criminal history information, within 15 days by June 30, 2010.

The Applicant Unit at the Bureau processes requests for civil checks of criminal history information for those authorized to receive it. These include such professions as teachers, day care workers, gaming employees, and nursing home employees. The Bureau provides prospective employers with information to ensure that disqualified persons are not hired.

The objective is to decrease the response time for the information reported back to the employer to ensure that only qualified individuals are given access to those the laws seek to protect.

**STRATEGY I.10.1** Evaluate and develop new methods for more efficient processing.

The Bureau will review and test alternative operational strategies to ensure that requests are efficiently and accurately handled.

**STRATEGY I.10.2** Develop a new Applicant Tracking system.

The Bureau will implement an internal electronic tracking and processing system to reduce manual processes and decrease response times.

**STRATEGY I.10.3** Investigate and Implement new technologies.

The Bureau will identify new technologies that will enhance the efficiency of the processes to complete requests. The Bureau will implement electronic capture and transfer of information that is currently handled manually.

## PERFORMANCE INDICATORS

<i>Input</i>	Number of civil applicant requests received
<i>Output</i>	Number of civil applicant requests processed

*Outcome*

Number of civil applicant requests processed (15 days or less)  
Percentage of requests processed within 15 days

**OBJECTIVE I.11**

Headquarters Communications will enforce state and local security standards for use of the Louisiana Law Enforcement Telecommunication System (LLETS) and the National Crime Information Center (NCIC).

It is essential for public safety that accurate information is accessible to criminal justice agencies through the National Crime Information Center (NCIC) and National Law Enforcement Telecommunications System (NLETS). Part of the mission of HQ Communications is to monitor and enforce rules, regulations, and policies related to NCIC and NLETS use by Criminal Justice agencies in Louisiana. This is accomplished by training users, monitoring transaction history, and interactively auditing system participants. Additionally, HQ Communications must ensure that only trained and certified users gain access to the system. HQ Communications ensures proper training and use by providing follow-up testing of all users and monitors certifications electronically. This new testing method will provide more accurate feedback and ensure integrity in the testing and training methods.

**STRATEGY I.11.1** Provide necessary equipment, programming and personnel.

HQ Communications plans to provide sufficient additional personnel to perform training, testing, records management, and auditing of all users. It will acquire equipment to automate the testing and grading functions. To ensure accountability and manageability of the certified user database as well as the testing instrument HQ Communications will secure programming from Data Processing or through outside vendors. Furthermore, to maintain efficiency the Unit will monitor the process and perform a needs analysis for an increase in users continually evaluating new and emerging trends for upgrade consideration.

**STRATEGY I.11.2** Seek legislative action to provide guidelines to allow enforcement of system security standards for use of, and access to the Louisiana Law Enforcement Telecommunications System (LLETS).

These guidelines will encompass the selection, supervision and termination of personnel, and policy governing the operation of computers, access devices, circuits, hubs, routers, firewalls, and



other components that make up and support the telecommunications network.

**STRATEGY I.11.3** HQ Communications will implement new auditing methods for NLETS/NCIC to ensure the quality and integrity of information exchanged on the NLETS/NCIC systems or compliance with rules, regulations, and policies of the NLETS/NCIC systems.

This is accomplished by auditing user agencies as required under NCIC guidelines. The enhanced audit program will provide feedback regarding the training program and will identify security and policy violations. This enhanced program will integrate the NCIC model into our state model.

## **PERFORMANCE INDICATORS**

<i>Input</i>	Number of certified users Number of agency audits required
<i>Output</i>	Number of agencies audited Number of users denied access Number of audit violations

**OBJECTIVE I.12** The Concealed Handgun Permit Section within Technical Support Services will continue to issue 100% of Concealed Handgun Permits, Special Officer Commissions, and Firearms transfers and registrations to those individuals who meet the qualification requirements under current Louisiana law each year through Fiscal Year 2010.

It is necessary to ensure adequate resources are available to efficiently and thoroughly process applications, as well as ensure that individuals remain informed and in compliance with applicable regulations.

**STRATEGY I.12.1** Increase enforcement efforts and operating efficiency.

The Unit will conduct criminal history reviews and mental health checks of applicants. This will improve our ability to make administrative decisions and take proper enforcement action.

In order to improve operating efficiency a method to periodically monitor the monthly rate of applications and processing time will be developed. When implemented this will ensure that unit staffing will be consistent with the renewal workload.

**STRATEGY I.12.2** Acquire and maintain adequate staffing.

The unit is presently staffed with a combination of permanent and temporary positions. As a result, as soon as the temporary employees have an opportunity to gain permanent employment, they leave the unit. It is necessary to request additional funds to convert temporary positions to permanent position resources. This will ensure unit staffing will be consistent with renewal workload.

**STRATEGY I.12.3** Migrate old database to new Concealed Handgun and Firearm Registry (CHAFR).

The Section will merge current information into the new database thus increasing operability and efficiency. This will increase the Sections ability to process and track the information on applicants for commissions and permits.

**STRATEGY I.12.4** Seek legal changes to enhance administrative oversight, for enforcement of the process, and ensure adequate funding. Inform individuals and law enforcement of those changes.

Public Safety will improve by increasing information to those law enforcement agencies and permittees holding commissions or permits issued by this Section. This can be accomplished by establishing a Web site affording easy access to criminal justice and the public. The Section will identify, research, and propose legal changes to improve the applicable laws that govern the duties of the Section and ensure adequate funding for services.

**PERFORMANCE INDICATORS**

<i>Inputs</i>	Total number of applications received
	Total number of applications for renewal received
<i>Outputs</i>	Number of permits issued
	Number of permits denied
	Number of permits suspended
	Number of permits revoked
	Number of permits renewed

**OBJECTIVE I.13** Fleet Operations will reduce the average time vehicles are out of service due to maintenance or repair by 10% by the year 2008.

Fleet Operations will fully implement a new fleet management software system which will help establish accountability at all levels of operations and thereby increase overall efficiency.

**STRATEGY I.13.1** Establish standard times required for each specific repair and service.

Through use of published industry standards and our own historical data, job times will be determined and personnel will be held accountable to complete work based on these standards.

**STRATEGY I.13.2** Track vehicles progress through fleet garages using automated work orders.

In the new system vehicle work orders may be viewed by authorized personnel at any time to determine location and status. Shop foremen will continually monitor system to expedite completion of work.

**STRATEGY I.13.3** Train personnel.

Personnel will receive ongoing training in use of the fleet management software in order to fully utilize its capabilities. We will seek funding to have civilian mechanics obtain specialized certifications.

**STRATEGY I.13.4** Replacement of patrol vehicles prior to 80,000 miles.

In order to ensure the safety and reliability of our patrol fleet we will seek funding to replace these vehicles at no more than 80,000 miles. This practice will help reduce major repair costs and time.

**STRATEGY I.13.5** Establish system administrator position.

Support Services will actively seek funding and additional T.O. to establish a system administrator position to continually maintain and update the system, analyze and make recommendations based on the data generated and expand the system to service the Police Supply operation.

## **PERFORMANCE INDICATORS**

<i>Input</i>	Number of work orders opened
<i>Output</i>	Number of work orders closed
	Number of labor hours

*Outcome* Percentage reductions in time vehicles are out of service due to maintenance

*Efficiency* Average time vehicles are out of service due to maintenance  
Average labor hours per work order

**OBJECTIVE II.1** The Operational Development Section will increase by 5% the number of individuals presented safety and educational information by June 30, 2008 compared to 2004 levels.

**STRATEGY II.1.1** Update and enhance the LSP Internet Web site.

Operational Development will keep the Web site updated and enhanced as needed.

**STRATEGY II.1.2** Continue to conduct a comprehensive safety campaign.

The campaign encompasses advertising including billboards, radio, TV and print media. In addition, State Police will update and expand programs such as Buckles, seatbelt education, physics-based vehicle education and impaired driving programs.

**STRATEGY II.1.3** Participate in public information meetings and forums.

The Operational Development Section will participate in public information meetings and forums to obtain feedback from the public, and educate the community concerning programs designed to promote safety.

**STRATEGY II.1.4** Establish liaison with other public safety agencies and groups to assist in the implementation of programs which reflect evolving safety concerns.

These contacts would be interactive providing current information on public safety trends and issues.

## **PERFORMANCE INDICATORS**

*Input* Number of presentations conducted  
Number of people attending meetings and forums  
*Outcome* Percent increase in people attending meetings and forums

**OBJECTIVE II.2** The Bureau of Criminal Identification and Information will oversee development of, maintain and manage a new Sex Offender and Child Predator Registry (SOCPR) through Fiscal Year 2010.

**STRATEGY II.2.1** Identify Criminal Justice and Public functional needs for the Sex Offender Registry.

The Bureau will conduct meetings with various interest groups in planning and implementing the replacement system.

**STRATEGY II.2.2** Complete a Requirements document to ensure necessary capabilities are included.

The Bureau will facilitate meetings with the vendor, the Department of Public Safety and Corrections Data Center, and key stakeholders to ensure the necessary functionality is included in the system design.

**STRATEGY II.2.3** Oversee design, development, and implementation of the SOCPR system.

The Bureau will oversee and manage the project to ensure that criminal justice users and public needs are met.

**STRATEGY II.2.4** Maintain and administer operation of the SOCPR system.

The Bureau will collect, store, and publish information required by law for Sex Offender Registrations. The Bureau will establish operational procedures and administrative guidelines to ensure accuracy and integrity of the information exchanged with and contained within the SOCPR. The Bureau will notify other criminal justice agencies and the public of sex offender information prescribed or allowed by law.

**STRATEGY II.2.5** Register, track, and monitor the activities of registered offenders.

The Unit will collect, store and disseminate sex offender registration information. It will coordinate and cooperate with contributing agencies to establish efficient and accurate submission of registry information.

## **PERFORMANCE INDICATORS**

<i>Output</i>	Number of sex offender registrations processed per year
---------------	---

Number of address verifications initiated per year  
Number of notifications of convicted Child Predator and Sex Offenders

**OBJECTIVE III.1** Implement a formal system to secure foundation, grant or private funding for approved state police programs by June 30, 2010.

**STRATEGY III.1.1** Research grant announcements from various sources.

**STRATEGY III.1.2** Identify grants that are appropriate for the state police mission.

**STRATEGY III.1.3** Submit applications as directed.

**OBJECTIVE III.2** Complete 100% of grants successfully each year by the year 2010.

**STRATEGY III.2.1** Operational Development will identify, research, justify, and acquire supplemental resources to effectively accomplish agency mission requirements.

**STRATEGY III.2.2** Section personnel will properly manage assigned grants within state and federal regulations acquired to meet agency goals and objectives. Reports will be submitted timely to the agency issuing the grant.

## **PERFORMANCE INDICATORS**

<i>Input</i>	Amount of alternate funding secured
	Number of funding applications submitted
<i>Output</i>	Number of successfully written grants
	Number of grants terminated successfully
<i>Outcome</i>	Percentage of successfully terminated grants

**OBJECTIVE III.3** The Bureau of Criminal Identification and Information will seek additional funding and resources for new programs and systems through 2010.

The Bureau will identify resource needs and acquire sufficient funding to design, create, and fully implement these programs and systems.

**STRATEGY III.3.1** Identify federal and state funding programs.

The Bureau will communicate with the Louisiana Commission on Law Enforcement (LCLE) and the U.S. Department of Justice to

identify funding that may be used to further the objectives of the Bureau.

**STRATEGY III.3.2** Apply for grants related to programs.

The Bureau will write grants seeking funding for resource needs such as the Computerized Criminal History (CCH) system re-write, and the Automated Fingerprint Identification System (AFIS) maintenance and operation.

**STRATEGY III.3.3** Educate affected groups.

The Bureau will meet and correspond with key stakeholder groups who either make or influence funding decisions to gain support for initiatives.

**PERFORMANCE INDICATORS**

<i>Input</i>	Amount of alternate funding received
<b>OBJECTIVE IV.1</b>	Complete initiatives that will broaden and expand State Police ability to recruit and retain qualified personnel by June 30, 2010.
	<b>STRATEGY IV.1.1</b> Develop a database to track contacts made by recruiters.
	<b>STRATEGY IV.1.2</b> Develop and incorporate a program of instruction into ongoing Leadership courses that focus on the benefits of equal employment opportunity and recruitment.
	<b>STRATEGY IV.1.3</b> Maintain the Mentoring Program to monitor, assist and counsel cadets during the Training Academy.
	<b>STRATEGY IV.1.4</b> Maintain a plan that clearly defines and reinforces the agency's commitment to recruitment and retention.
	<b>STRATEGY IV.1.5</b> Establish semi-annual "contact goals" for department needs and troop commanders.
	<b>STRATEGY IV.1.6</b> Maintain the Public Information officers' participation in the recruiting process.
	<b>STRATEGY IV.1.7</b> Maintain networking with military installations, colleges and universities and other potential sources of qualified candidates.

**STRATEGY IV.1.8** Maintain programs that target minorities.

**PERFORMANCE INDICATORS**

<i>Input</i>	Number of recruiting contacts Number of minority recruiting contacts
<i>Output</i>	Percent increase in minority recruiting contacts Attrition rate
<i>Outcome</i>	Percentage of minority contacts Number of minorities hired

**OBJECTIVE V.1** To provide a safe and secure work environment for the employees and visitors of the Capitol Complex and the Department of Public Safety Headquarters Compound by increasing mobile patrols (vehicle, foot, and bicycle) by 25%.

**STRATEGY V.1.1** Increase Table of Organization (TO) by 20 DPS police officer positions.

**STRATEGY V.1.2** Provide adequate staffing of the Capitol Park central monitoring station with four additional DPS Police communication specialists.

**STRATEGY V.1.3** Increase public awareness through on-site safety seminars.

**STRATEGY V.1.4** Proactively regulate criminal and traffic violators through diligent enforcement of state statutes.

The mission of DPS Police, Capitol Detail is dedicated to ensuring the safety and security of visitors, employees, elected officials, and state department agencies through law enforcement, cooperation, education, and by providing other essential public safety services. Through direct appropriate traffic enforcement efforts towards violators, not only in proportion to frequency of their occurrence but also in terms of traffic related needs identified in the areas and by developing partnerships and resources within the community to build problem solving coalitions, instill a sense of mutual responsibility for enhancing public safety, increase the community capacity to resolve issues related to criminal and traffic enforcement and improve the quality of life.

**PERFORMANCE INDICATORS**

<i>Input</i>	Number of DPS/Communications Officers
<i>Output</i>	Number of vehicle miles patrolled



Number of non-vehicle hours patrolled  
Number of public assists  
Number of safety seminars conducted

**OBJECTIVE V.2** The DPS Police, Physical Security – JESTC will provide a safe and secure environment for the Joint Emergency Services Training Center, by providing aggressive patrol function and identifying threats to physical security.

**STRATEGY V.2.1.** Provide patrols throughout the Joint Emergency Services Training Center.

**STRATEGY V.2.2** To make inspection of the perimeter, internal barricades, fencing, lighting, and electronic access controls.

**STRATEGY V.2.3** To increase staffing levels at DPS Police, Physical Security – JESTC over the next five years by 21 full-time employees.

## **PERFORMANCE INDICATORS**

<i>Input</i>	Number of miles patrolled/traveled
--------------	------------------------------------

**PUBLIC SAFETY SERVICES  
OFFICE OF STATE POLICE  
STRATEGIC PLAN  
FY 2005-2010**

**Gaming Enforcement Program**

**Mission**

The Gaming Enforcement Program is committed to the emphatic regulation and control of statutorily authorized gaming entities in conjunction with the Gaming Control Board. The regulation and enforcement of criminal laws promote the public's health, safety and welfare by safeguarding the people of this state against corrupt and dishonest practices.

**Philosophy**

Although certain duties and responsibilities were assumed by the Gaming Control Board upon its creation in 1996, State Police retained many duties regarding regulation of gaming activities. Some administrative and regulatory duties are carried out at the Board's direction while others are solely at the Department's discretion. The investigation of criminal activities remains a vital responsibility of the department. The Department recognizes that strict regulation and thorough criminal investigations of suspected illegal conduct are necessary to protect the public. Additionally, background investigations of gaming applicants must be thorough, intensive inquiries into a person or corporation's business, financial and social activities.

**GOAL I.** The Gaming Enforcement Program will maintain and enhance a centralized, self –initiating program designed to deter criminal activity and regulate gaming operations.

**GOAL II.** The Gaming Enforcement Program will incorporate computerized technology to enhance business relations with the gaming industry.

**GOAL III.** The Gaming Enforcement Program will improve its efficiency and proficiency of its investigators and support staff so that it may better serve the public.

**OBJECTIVE I.1** Maintain the current number of gaming enforcement inspections through June 30, 2010.

Compliance with gaming regulations are ensured through various means, including random, unannounced inspections of the gaming premises. This activity is conducted by enforcement personnel who check for a variety of processes and procedures.

Accurate reporting procedures assist investigators and regulators with valuable statistical data. The statistical data indicates areas of regulatory non-compliance and criminal activity trends which agents utilize to deter criminal activity and regulate gaming operations.

**STRATEGY I.1.1** Maintain the current staffing levels.

The department requires persons who possess a certain level of expertise. Hiring and retaining personnel can be difficult due to relatively low pay and demanding duties. The Department has implemented incentive pay for persons with specific credentials in accordance with Civil Service rules. Innovative thinking must continue if the department expects to attract those desirable individuals who can earn considerably higher salaries in the private sector.

**STRATEGY I.1.2** Delineate and specialize tasks.

Continue delineation and specialization of tasks by employees. As additional qualified individuals are hired and trained, more specialization will occur resulting in greater efficiency and a higher level of expertise within the department.

Continue the trend of moving the enforcement objectives of commissioned personnel toward criminal investigative efforts and intelligence gathering, while shifting more of the regulatory responsibilities to the civilian/audit staff.

**STRATEGY I.1.3** Enhance standard operating procedures.

Statewide uniform procedures have helped define individual employees' duties. Procedures regarding background processes, tax clearances, voluntary exclusions, applications and other requirements as set forth in the Gaming Control Law and the Rules and Regulations are being reviewed, standardized throughout the Gaming Enforcement Section and condensed to writing. Further development of uniform standard operating procedures will enhance operational efficiency.

**STRATEGY I.1.4** Eliminate unnecessary application and background requirements.

Many requirements of the application process have developed over a period of time since 1992 with input from the Attorney General's

Office and various tribes. The elimination of unnecessary application requirements would streamline the licensing process by reducing the time necessary for applicants to complete the paperwork and the time necessary for investigators to process it.

Additional requirements as set forth in the statutes, rules and Section policies have developed over the years. The reviewing of these requirements would assist the Section in identifying areas which may require modification. Modifications to these requirements would better reflect the primary focus of background investigations. Modifications to these requirements would allow the Section to concentrate its investigative efforts on select corporate entities and primary company officials, while creating a modified background screening process for those secondary officers/directors.

## **PERFORMANCE INDICATORS**

<i>Output</i>	Number of casino gaming criminal investigations conducted
	Number of casino gaming enforcement inspections conducted
	Number of casino gaming audit inspections conducted
	Number of casino gaming background investigations conducted
	Number of casino gaming permits/certifications issued
	Number of casino gaming non-key employee initial applications processed
	Number of casino gaming non-key employee renewal applications processed
	Number of casino gaming key employee initial applications processed
	Number of casino gaming key employee renewal applications processed
	Number of casino gaming initial gaming manufacturer/supplier applications processed
	Number of casino gaming renewal gaming manufacturer/supplier applications processed
	Number of casino gaming initial non-gaming manufacturer/supplier applications processed
	Number of casino gaming renewal non-gaming manufacturer/supplier applications processed
	Number of Indian gaming applications processed
	Number of applicants denied/revoked
	Number of slot machines tested
	Average processing time for a video poker Type 1 license applications
	Average processing time for a video poker Type 2 license applications

*Efficiency*

Number of video poker compliance inspections conducted  
Number of gaming enforcement inspections per investigator  
Number of applications processed per investigator

**OBJECTIVE II.1**

Complete the transition to computerized based programs regarding gaming operations by June 30, 2010.

Continual business relations with the gaming industry can become more fluid with the incorporation of current computerized technology. Programs are available to assist in a more efficient and effective manner of conducting various administrative functions within the Gaming Enforcement Section.

**STRATEGY II.1.1** Incorporate the Louisiana Integrated Gaming History Tracking System (LIGHTS) computer system.

Currently the Section is utilizing an antiquated computer system which is due to go off line. This system is inadequate in retrieving statistical and historical data regarding the gaming operations. Due to the system's limited abilities, personnel are required to physically research data which the LIGHTS system could compile in a fraction of the time.

The incorporation of the LIGHTS computer system will also computerize the application process of all gaming applicants. This information will be entered by the applicant into the computerized system. This process will eliminate the requirement for Section personnel to enter historical data from an application into the system.

**STRATEGY II 1.2** Incorporate a computerized system for Self Exclusions.

The Gaming Control Law requires the Section to maintain a list of all persons who request to be self-excluded from the gaming establishments. A computerized based system in which all biographical data, including the photograph of the excluded person is automatically forwarded to all gaming establishments to ensure compliance with the Gaming Control Law.

**STRATEGY II.1.3** Upgrade the Division Central Computer System (DCCS).

The Gaming Control Law has mandated that all electronic gaming devices on all riverboats and pari-mutuel facilities be linked by telecommunications to a central computer system for purposes of

monitoring and reading device activities. The DCCS system is being upgraded to include the enhanced version of the computer based program. These enhancements will ensure the reliability of the results, thus enhancing regulatory oversight.

**STRATEGY II.1.4** Replace the Video Gaming Central Computer System.

The Gaming Control Law has mandated that all video poker electronic gaming devices at all locations be linked by telecommunications to a central computer system for purposes of monitoring and reading device activities. The Video Gaming Central Computer System is being upgraded with enhancements to ensure the continued reliability of the system and the results.

**PERFORMANCE INDICATORS**

*Outcome* Automate 20% of gaming files annually

**OBJECTIVE III.1** Appoint an internal advisory committee to develop a prototype training course to enhance the development of the current investigative training program for all Louisiana State Police gaming personnel by June 30, 2010.

Personnel are the most important and expensive resources within the Department. The success or failure of achieving a mission is determined by the ability and work ethic of the department's personnel. One of the most basic, yet important, steps the department can take to ensure success is to properly train its personnel. Although the basic State Police Academy does a fine job of developing troopers for traffic enforcement and general investigation, it does not sufficiently emphasize the specialized training necessary for gaming investigators.

A standardized training curriculum for gaming investigators is being established. The first part of the training program regarding new employee orientation has been completed. Additional areas of training will include background investigations, regulatory procedures and inspections, gaming operations, undercover and surveillance operations.

Personnel with specialized training and or knowledge have been assigned the task of writing specific procedures. These procedures are the first step in transforming the information into a training program.

**STRATEGY III.1.1** Retain an outsource basis panel.

An independent panel could provide insight and guidance in both tactical and strategic regulatory matters. This panel would consist of representatives from casino, video, legal, and audit related industries. This panel will assist the Section by providing independent knowledge and opinions on regulatory issues.

**PPERFORMANCE INDICATORS**

<i>Output</i>	Number of personnel attending training
<i>Outcome</i>	Percentage of personnel completing training

**PUBLIC SAFETY SERVICES  
OFFICE OF STATE POLICE  
STRATEGIC PLAN  
FY 2005-2010**

**Training Academy Program**

**Mission**

The Louisiana State Police Training Academy will provide basic and continuing training to State Police personnel. It is dedicated to producing law enforcement officers that will be highly educated and skilled with the competency necessary to perform their duties in a manner consistent with the Agency Philosophy.

**Philosophy**

To support the overall mission of the Louisiana State Police. The Training Academy has adopted a set of fundamental beliefs that shape its approach to policy and operations. These beliefs focus on providing the highest quality of training available to members of Public Safety Services through effectiveness, efficiency, modernity and innovative concepts of training.

- GOAL I.** The Louisiana State Police Training Academy will provide knowledge, skills and career development.
- GOAL II.** Seek Commission on Accreditation for Law Enforcement Agencies (CALEA) Training Academy Accreditation.
- GOAL III.** Develop a partnership with universities to offer continuing educational opportunities for Public Safety employees.
- GOAL IV.** Develop and coordinate training programs for government and private industry.
- GOAL V.** The International Training Section will provide Administrative and Logistical support to the Anti-Terrorism Assistance Program through a Cooperative Agreement with the U.S. Department of State, Bureau of Diplomatic Security.

- OBJECTIVE I.1** Conduct annual in-service training programs during FY's 2006-2010 reaching 95% of Troopers annually.

**STRATEGY I.1.1** Continue the Wellness Program with corresponding physical fitness education with 75% annual participation.



The Operations Section (Ops Section) will be responsible for completion. Annually the Academy staff will coordinate with the local troop areas, establish testing sites, provide equipment, safely conduct testing and education, and maintain records.

**STRATEGY I.1.2** Continue the Firearms Requalification program as required by the Police Officer Standards and Training (P.O.S.T.) Section of the Louisiana Commission on Law Enforcement achieving 90% firearms proficiency.

The Firearms Unit of the Ops Section will be responsible for the completion of this annual training through coordination with local troops. The Firearms Unit shall establish the range sites, provide equipment, ammunition, and supplies, safely conducting training, and maintaining records.

**STRATEGY I.1.3** Continue the Defensive Tactics Requalification program.

The Physical Training Unit of the Ops Section will be responsible for completion of this training through coordination with local troops. The Physical Training Unit shall establish the training sites, provide equipment, safely conducting training, and maintaining records.

**STRATEGY I.1.4** Continue Pepper Spray qualification.

The Physical Training Unit of the Ops Section will be responsible for continuation of this program intending to reach at least 75% of those requesting or required to receive training. The Physical Training Unit shall establish the training sites, provide equipment, safely conducting training, and maintaining records.

**STRATEGY I.1.5** Continue Remedial Driving programs.

The Physical Training Unit of the Ops Section will be responsible for continuation of this program intending to reach at least 75% of those requesting or required to receive training. The Physical Training Unit shall establish the training sites, provide equipment, safely conducting training, and maintaining records.

**STRATEGY I.1.6** Continue Intoxilyzer 5000 re-certification training courses.

The Applied Technology Section will be responsible for the semi-annual Intoxilyzer 5000 re-certification of officers from all law enforcement agencies in Louisiana. The section will coordinate with local troops and local law enforcement agencies to establish training sites.

**STRATEGY I.1.7** Continue the basic Intoxilyzer 5000/Standard Field Sobriety Testing training program.

The Applied Technology Section will be responsible for conducting this course to law enforcement officers from all agencies throughout the state. The section will coordinate with local troops and local law enforcement agencies to establish training sites.

**STRATEGY I.1.8** Continue to conduct demonstrations, workshops, and training seminars for civic, legal, and educational organizations.

The Applied Technology Section will be responsible for coordinating and conducting demonstrations, workshops, and training for civic, legal, and educational organizations as requested in the field of DWI detection, apprehension, arrest, testing, and prosecution.

## PERFORMANCE INDICATORS

<i>Input</i>	Number of current topics of in-service instruction
<i>Output</i>	Percentage of troopers/officers completing courses of instruction
	Number of commissioned personnel tested
	Number of police development courses conducted
<i>Outcome</i>	Level of fitness; Percentage rated “poor” or “fair”
<b>OBJECTIVE I.2</b>	Conduct a minimum of one basic training recruit class per year FY’s 2006-2010 in order to fill 75% of the vacancies occurring in the department through normal attrition.

*Note: Recruit classes are contingent upon funding received.*

**STRATEGY I.2.1** Conduct recruit classes annually, lasting up to 26 weeks each.

The Physical Training Unit of the Ops Section will plan, coordinate, and conduct the annual recruit class. Additional in-service trainers and ad hoc instructors/trainers will be brought in to assist in the administration/instruction of the class.

**STRATEGY I.2.2** Recruit classes will be conducted in 3 phases with attendant completion goals.

Phase I – Basic – Seek 95% successful completion of P.O.S.T. program.

Phase II – Intern – Seek 95% completion of intern program.

Phase III – Advanced – Seek 95% completion of advanced skills program.

#### **PERFORMANCE INDICATORS**

<i>Output</i>	Number of topics of instruction
<i>Outcome</i>	Percentage of cadets completing course of instruction

**OBJECTIVE I.3** Incorporate Emergency Vehicle Operator Course (EVOC) refresher into the annual re-trainer by FY 2006-2007.

**STRATEGY I.3.1** Identify and develop an EVOC refresher course.

The Physical Training Unit of the Ops Section will develop, plan, coordinate, and conduct EVOC. Additional in-service trainers and ad hoc instructors/trainers will be brought in to assist in the administration/instruction of the class.

**STRATEGY I.3.2** Obtain necessary equipment to conduct an EVOC refresher.

The Physical Training Unit of the Ops Section will identify and obtain the equipment required to safely and efficiently conduct EVOC training and maintain the records.

#### **PERFORMANCE INDICATORS**

<i>Input</i>	Number of EVOC refresher courses offered
<i>Output</i>	Number of troopers/officers attending the courses of instruction
<i>Output</i>	Percentage of troopers/officers completing courses of instruction

**OBJECTIVE II.1** Obtain accreditation during or before FY 2009-2010.

**STRATEGY II.1.1** Conduct self-assessment FY 2005-2006.

The Administrative Section will be responsible for conducting an assessment of the Training Academy's compliance with CALEA's standards for training.

**STRATEGY II.1.2** Initiate contract FY 2006-2007.

The Training Academy will initiate a contract with CALEA and establish an agreement that the LSP Training Academy will obtain accreditation no later than 2010.

**STRATEGY II.1.3** Inspection for accreditation FY 2009-2010.

Representatives of CALEA will conduct an on-site visit of the Training Academy to determine its compliance with the applicable standards required for accreditation.

**PERFORMANCE OBJECTIVES**

<i>Input</i>	Number of applicable CALEA standards
<i>Output</i>	Number of applicable CALEA standards with which the Training Academy is in compliance
<i>Outcome</i>	Percentage of standards with which the Training Academy is CALEA compliant

**OBJECTIVE III.1** Institute partnership to offer an ongoing undergraduate degree program by FY 2006-2007.

**STRATEGY III.1.1** Identify desires and needs of department and personnel.

The Administrative Section of the Training Academy will survey department members, commissioned and civilian, to determine the undergraduate degree desires and needs through a college of higher learning.

**STRATEGY III.1.2** Identify a university offering the appropriate programs to meet the desires and needs of the department and personnel.

The Administrative Section of the Training Academy will identify universities within Louisiana that offers an undergraduate degree program that meets the needs of department personnel.

**STRATEGY III.1.3** Implement a Memorandum of Understanding (MOU) with identified university.

The Administrative Section of the Training Academy will establish a memorandum of understanding with the selected university that meets the needs of the department and its personnel. The MOU will outline the educational criteria that will assist departmental members in obtaining an undergraduate degree.

## **PERFORMANCE INDICATORS**

<i>Input</i>	Number of personnel that are interested in obtaining an undergraduate degree
<i>Output</i>	Number of personnel that enroll in the undergraduate degree program
<i>Outcome</i>	Percentage of personnel that receive an undergraduate degree

**OBJECTIVE III.2** Institute partnership to offer an ongoing graduate degree program by FY 2009-2010.

**STRATEGY III.2.1** Identify desires and needs of department and personnel.

The Administrative Section of the Training Academy will survey department members, commissioned and civilian, to determine the graduate degree desires and needs through a college of higher learning.

**STRATEGY III.2.2** Identify a university offering the appropriate programs to meet the desires and needs of the department and personnel.

The Administrative Section of the Training Academy will identify universities within Louisiana that offers a graduate degree program that meets the needs of department personnel.

**STRATEGY III.2.3** Implement a MOU with identified university.

The Administrative Section of the Training Academy will establish a memorandum of understanding with the selected university that meets the needs of the department and its personnel. The MOU will outline the educational criteria that will assist departmental members in obtaining a graduate degree.

## PERFORMANCE INDICATORS

<i>Input</i>	Number of personnel that are interested in obtaining a graduate degree
<i>Output</i>	Number of personnel that enroll in the graduate degree program
<i>Outcome</i>	Percentage of personnel that receive a graduate degree

**OBJECTIVE IV.1** Partner with government and private industry to develop training programs to be offered by the Joint Emergency Services Training Center (JESTC).

**STRATEGY IV.1.1** Develop a business plan to market available resources at JESTC.

JESTC Administration has developed a Draft Business Plan using off the shelf software. This draft plan will be given to a private consultant who will conduct Marketing/Financial/Management Analysis and write the final Business Plan. Target completing date for final business plan is: October 2004

## PERFORMANCE INDICATORS

<i>Input</i>	Resources available to market to other governmental agencies and private industry
<i>Output</i>	Marketing plan
<i>Outcome</i>	Generate funds based on implementation of marketing plan

**OBJECTIVE V.1** Conduct 95% of the classes scheduled for Louisiana by the U.S. Department of State.

**STRATEGY V.1.1** Continue to conduct Crisis Response Team Training.

Administrative Personnel will schedule and coordinate arrivals, departures, classrooms, lodging, meals, social activities and transportation for students; purchase and distribute non-expendable equipment and expendable course supplies. Range Personnel will schedule, coordinate, and maintain field training sites, classrooms, course equipment and supplies.

**STRATEGY V.1.2** Continue to conduct Explosive Incident Countermeasures Training.

Administrative Personnel will schedule and coordinate arrivals, departures, classrooms, lodging, meals, social activities and transportation for students; purchase and distribute non-expendable

equipment and expendable course supplies. Range Personnel will schedule, coordinate, and maintain field training sites, classrooms, course equipment and supplies.

**STRATEGY V.1.3** Continue to conduct Advanced Crisis Response Team Training.

Administrative Personnel will schedule and coordinate arrivals, departures, classrooms, lodging, meals, social activities and transportation for students; purchase and distribute non-expendable equipment and expendable course supplies. Range Personnel will schedule, coordinate, and maintain field training sites, classrooms, course equipment and supplies.

**STRATEGY V.1.4** Continue to conduct Hostage Negotiations Training.

Administrative Personnel will schedule and coordinate arrivals, departures, classrooms, lodging, meals, social activities and transportation for students; purchase and distribute non-expendable equipment and expendable course supplies. Range Personnel will schedule, coordinate, and maintain field training sites, classrooms, course equipment and supplies.

**STRATEGY V.1.5** Continue to conduct Post Blast Investigation Training.

Administrative Personnel will schedule and coordinate arrivals, departures, classrooms, lodging, meals, social activities and transportation for students; purchase and distribute non-expendable equipment and expendable course supplies. Range Personnel will schedule, coordinate, and maintain field training sites, classrooms, course equipment and supplies.

**STRATEGY V.1.6** Continue to conduct Crisis Incident Management Training.

Administrative Personnel will schedule and coordinate arrivals, departures, classrooms, lodging, meals, social activities and transportation for students; purchase and distribute non-expendable equipment and expendable course supplies. Range Personnel will schedule, coordinate, and maintain field training sites, classrooms, course equipment and supplies.

**STRATEGY V.1.7** Continue to conduct Tactical Commanders Course Training.

Administrative Personnel will schedule and coordinate arrivals, departures, classrooms, lodging, meals, social activities and transportation for students; purchase and distribute non-expendable equipment and expendable course supplies. Range Personnel will schedule, coordinate, and maintain field training sites, classrooms, course equipment and supplies.

**STRATEGY V.1.8** Provide the same level of support to any new courses developed for Louisiana by the U.S. Department of State.

Administrative Personnel will schedule and coordinate arrivals, departures, classrooms, lodging meals, and transportation for students; purchase and distribution of non-expendable equipment and expendable course supplies; social activities. Range Personnel will schedule, coordinate, and maintain field training sites, classrooms, course equipment and supplies.

## **PERFORMANCE INDICATORS**

<i>Input</i>	Amount of direct federal funds allocated in cooperative agreement Amount of indirect federal funds allocated in cooperative agreement
<i>Output</i>	Number of courses conducted under cooperative agreement
<i>Outcome</i>	Percentage of scheduled courses conducted



**OFFICE OF STATE POLICE  
STRATEGIC PLAN  
FY 2005-2010**

***APPENDIX***

**Principal Clients:**

The primary client of the Office of State Police (LSP) is the general public. A major portion of the State Police clientele are local and parish law enforcement agencies as well as business and industry. Business and industry clients include, but are not limited to the gaming industry, the trucking industry, the chemical industry, the petroleum industry and motor vehicle inspection stations. These clients and citizens benefit either directly or indirectly from the services and expertise provided to improve the safety of the roads and highways of the state and the general safety and quality of life of the general public.

**External Factors Affecting Agency Goals and Objectives:**

There are a number of potential external factors which affect the LSP and over which LSP has little or no control. The increase in population and the continuing change in that population's demographics will continue to have an impact on changing rates of automobile crashes and the crime rate. While LSP can continue to analyze the crash and crime rates with their associated causes to determine its ability to create a safer atmosphere for its public, business and industry, the agency can not always adequately plan for unforeseen natural or manmade disasters, Legislative actions or mandates and Court rulings. Also beyond LSP control are legislative and congressional actions reallocating or reducing funding, and the actions of other law enforcement agencies with which LSP must interact in order to fulfill its mandate.

As stated in the previous paragraph, external factors affecting the law enforcement and general safety environment of the state fall into several categories:

**Demographics of Population Growth:** The U.S. population is predicted to grow by 21 percent by the year 2020. The increase in population has increased the number of registered vehicles on the highways of the state by an estimated 3.5% in the past ten years. Thus higher injury and death rates are expected if effective traffic safety and enforcement programs are not put in place.

**Congestion:** It is estimated there will be 280 million registered vehicles in the U. S. by 2020 operating on its transportation infrastructure. Congestion reduces our nation's productivity and promotes aggressive driver behavior. The country could witness an unprecedented increase in unsafe driving behaviors, as well as become less competitive in the global economy.

**Women in the Workforce:** The number of women in the workplace has nearly doubled since 1960. Traditionally, women have been safe drivers. However, as they continue to

be assimilated into the workforce, their crash experience is similar to that of the overall population due to increased exposure. Fortunately, their involvement in criminal activity has not risen commensurate with the increase in traffic statistics. New strategies are needed to address these evolving issues.

**Economy:** Increased economic growth and expansion are expected to continue well into the future. As a result, highway travel is expected to increase as well, thus creating increased crash exposure and the possibility of additional transient crime. Further, international transportation interests operating across our borders are expected to increase as well because a decision on the final question involving the North American Free Trade Agreement (NAFTA) has been ruled on by the United States Supreme Court.

**Government:** Because of changing roles and mandates regarding homeland security and terrorism, the role of federal, state and local law enforcement is not yet fully defined. Congressional and legislative mandates could continue to realign roles of interacting law enforcement agencies.

**Cities and Towns:** Inherent in informed decision making is obtaining timely and accurate information. Arrest information is provided by local Louisiana law enforcement agencies. The state is entirely dependent upon local governments to provide accurate arrest data in a timely manner.

### **Statutory Requirements:**

The Office of State Police is part of the Department of Public Safety and Corrections. It falls under the Executive Branch of Government, and the Governor is ultimately responsible for the administration of State Police. The statutory requirements for the agency's goals are:

- Act 120 of 1922 – in pursuance of Article 229 of the Constitution of 1898, and articles amendatory thereof, as repeated and re-adopted in the Constitution of 1913; An Act to levy, collect and enforce payment of a annual license tax;
- Act 94 of 1936 – Creating a Department of State Police “State Police Act”;
- Act 94 of 1966 – R.S. 40: 1424, 1426.1, 1427, 1427.1, To provide that employees of the Division of State Police who are members of the State Police Retirement System shall be classified employees under the State Civil Service System;
- Act 110 of 1942 – Amendment to the Constitution of 1921, To establish the “Department of Public Safety”;
- Act 216 of 1960 – R.S. 32:373, 379, and 1308, Courts trying traffic violations to send records to Director of Public Safety;
- Act 159 of 1971 –R.S. 40:1312.1 through R.S. 40:1312.27, Department of Public Safety; to establish the Organized Crime Intelligence Division;
- Act 83 of 1977 – R.S. 36:1 through R.S. 36:960, “Executive Reorganization Act”;
- Act 83 of 1979 – R.S. 32:1501 through R.S. 32:1517, Transportation of Hazardous Materials;
- Act 722 of 1979 – R.S. 36:409(F) (4), and all of Title 36 of the Louisiana Revised Statutes of 1950, creation and organization of the Bureau of Criminal Information in the Department of Public Safety;

- Act 113 of 1985 – R.S. 32:1501(3), 1502 (1), 1505 (A)(1), 1508 (A), 1509 (A), and 1516 (A), R.S.32:1501(4), 1502 (10), and 1513 (C), relative to the transportation of hazardous materials;
- Act 435 of 1985 – R.S. 40:1299.100(A) (2), R.S. 30:1150.61 through 1150.79, R.S. 36:409(K) and 40:1846(F), and 1849(D), “Hazardous Material Information Development, Preparedness, and Response Act”;
- Act 941 of 1985 – R.S. 15:587, relative to the Louisiana Bureau of Criminal Identification and Information;
- Act of 331 of 1987 – R.S. 40:1379.7, “Special Costs Assessed for Blood and Chemical Testing by Office of State Police – Public Safety DWI Testing, Maintenance and Training Fund”;
- Act of 331 of 1987 – R.S. 40:1379.7, “Special Costs Assessed for Blood and Chemical Testing by Office of State Police – Public Safety DWI Testing, Maintenance and Training Fund”;
- Act 443 of 1987 – R.S. 47:7001 through 7006, R.S. 15:31 (A), “Regulation of Gaming Equipment”;
- Act 198 of 1988 - R.S. 32:1306 (C), “Motor Vehicle Inspection Fees –Increase; Disposition of Proceeds”;
- Act 681 of 1988 – R.S. 40:1399, “Protective Services and Transportation—Governor and Other Authorized Persons”;
- Act 522 of 1989 – R.S. 32:1800 through R.S.32:1820, “Motor Vehicle Towing and Storage—Licensing and Regulation; Penalties; Fees; Louisiana Towing and Storage Fund;
- Act 753 of 1991 –R.S. 4:501 through R.S. 14:90(D), and R.S. 36:409(C)(6), “Riverboat Gambling”;
- Act 1062 of 1991 – R.S. 26:91(9) and 287 (11) , and R.S. 33:4862.1 through 4862.19, “Video Draw Poker Devices Law;
- Act 4 of 1996 – R.S. 40:1379.1(I), 1379.3, 1381, and 1382, “Concealed Handguns—Statewide Permits; Negligent Carrying of Concealed Handgun”; and
- Act 1186 of 1997 – R.S. 32:1(93), 2© 3, 388(E) and (F) (1), and 389(A) and R.S. 47:718 (B) (1) and (C) (1), 809(a), and 812(C) and to enact R.S. 32:1(99), and 2(D), and R.S. 36:408(B)(3) and 409(C)(8) and R.S. 40:1379.8, “Weights and Standards Mobile Police—Transfer to Office of State Police; Creation of Stationary Scales Inspection Police Force; Fund for Penalty Fines.”

The Department’s operations are also subject to the guidelines and policies established by the Louisiana Division of Administration pertaining to purchasing, contracting, and travel procedures, while the Department of Civil Service and the State Police Commission provide policies pertaining to Office of State Police personnel. State Police is also subject to the policies of the Department of Public Safety and Corrections Policy and Procedures Manual as well as its own internal Policies and Procedures Manual.

#### **Program Evaluation Used to Develop Objectives and Strategies:**

Goals are established and Objective and Strategies are developed by the LSP staff through a problem identification process by the use of internal/external assessments, statewide plans, and

legislative input. Problem identification involves the study of relationships between LSP and the public, agencies, business and industries it serves. The increases in crime and crash rates can be analyzed in terms of time, day, and month, the deployment of personnel and other factors relative to specific activities.

The isolation and identification of those factors contributing to increases in crashes and/or crime rates is a great advantage in planning and developing strategies. When the contributing factors are identified and corrected, proper deployment and use of personnel can reduce traffic crash fatalities and injuries, reduce crime rates and improve the general safety and quality of life for the citizens served by the LSP. These contributing factors also apply to the regulatory requirements governing the gaming industry mandated by the legislature.

### **Duplication of Effort:**

LSP is an agency within the Department of Public Safety & Corrections (DPS&C). Although the LSP is administratively responsible to the DPS&C, the LSP is a separate budget unit. The Superintendent of State Police is appointed by the Governor and reports to the Governor on policy matters. The budget and program review process provides assurance to the state that duplication is avoided. For this reason no true duplication of effort has been identified between any two agency programs. Authority for coordinating closely related objectives in two programs has been placed in the Operational Support Program.

### **Performance Measure Validity, Reliability, etc:**

Performance indicators are used to evaluate the effectiveness of the various sections. These more detailed indicators will further allow the agency to evaluate cost effectiveness, the processes used to provide service and the services provided.

## **Links**

### **Louisiana Vision 2020 Link:**

Goal 3: To have a standard of living among the top 10 states in America. Objective 3.5 – To ensure safe, vibrant, and supportive communities for all citizens. Louisiana must address issues such as crime, order, and cleanliness. By raising the level of civic engagement, neighborhoods can become safer, more harmonious, and less tolerant of violence.

### **Children's Budget Link:**

Not Applicable

**Human Resources Policies Beneficial to Women and Families Link:** The Office of State Police grants flexible work schedules, when feasible, to accommodate civilian employees with child care or other family issues. The Department has an Employee Assistance Program which provides information and guidance for employees and/or family members. In accordance with federal law, the Department supports the Family and Medical Leave Law and upholds practices within those guidelines, supporting employees and families.

<b><u>Louisiana State Police Goal</u></b>	<b><u>Relates to Vision 2020 Goal</u></b>
<b>GOAL I.</b> To direct appropriate traffic enforcement efforts toward violations, not only in proportion to the frequency of their occurrence but also in terms of traffic-related needs identified in the individual troop areas.	<b>Goal 3:</b> To have a standard of living among the top 10 states in America. Objective 3.5 – To ensure safe, vibrant, and supportive communities for all citizens.
<b>GOAL II.</b> To develop partnerships and resources within the community to build problem-solving coalitions, instill a sense of mutual responsibility for enhancing public safety, increase the community capacity to resolve issues related to crime and traffic enforcement and improve quality of life.	<b>Goal 3:</b> To have a standard of living among the top 10 states in America. Objective 3.5 – To ensure safe, vibrant, and supportive communities for all citizens.
<b>GOAL III.</b> To deter traveling criminals from using the highways of this state to transport illegal contraband or conduct other criminal activity in Louisiana through a specialized and highly trained cadre of personnel to conduct pro-active criminal patrols and enforcement.	<b>Goal 3:</b> To have a standard of living among the top 10 states in America. Objective 3.5 – To ensure safe, vibrant, and supportive communities for all citizens.
<b>GOAL IV.</b> To improve the compulsory insurance compliance rate through increased physical inspections and checkpoints.	<b>Goal 3:</b> To have a standard of living among the top 10 states in America. Objective 3.5 – To ensure safe, vibrant, and supportive communities for all citizens.
<b>GOAL V.</b> Enforce the laws and regulations governing motor carriers, motor transport vehicles and the drivers that operate them by working in concert with other state and federal law enforcement agencies to advance the cause of safety for the motoring public.	<b>Goal 3:</b> To have a standard of living among the top 10 states in America. Objective 3.5 – To ensure safe, vibrant, and supportive communities for all citizens.
<b>GOAL VI.</b> Respond to incidents involving hazardous materials whether as a result of an accident or the result of intentional criminal activity and to prevent accidents through education and enforcement of appropriate standards, regulations and statutes regarding the handling of hazardous materials and explosives.	<b>Goal 3:</b> To have a standard of living among the top 10 states in America. Objective 3.5 – To ensure safe, vibrant, and supportive communities for all citizens.
<b>GOAL VII.</b> To support state and local agencies by obtaining equipment through Office for Domestic Preparedness (ODP) grants.	<b>Goal 3:</b> To have a standard of living among the top 10 states in America. Objective 3.5 – To ensure safe, vibrant, and supportive communities for all citizens.

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Traffic Enforcement**

**Objective: I.1**

**Indicator Name: Current State Trooper patrol strength**

**Indicator LaPAS PI Code: 13773**

**1. Type and Level:**

Type	Input
Level	K

**2. Rationale:**

Measures the number of troop traffic enforcement personnel

**3. Use:**

With the use of the Manpower Allocation Study, it will determine whether or not needed Table of Organization has been funded and implemented

**4. Clarity:**

Not applicable

**5. Validity, Reliability and Accuracy:**

Valid, reliable, and accurate

**6. Data Source, Collection and Reporting:**

Source	Office of State Police Human Resources
Collection	Upon demand
Reporting	Fiscal year

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	Standard calculation

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Office of State Police Human Resources

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Traffic Enforcement**

**Objective: I.1**

**Indicator Name: Required State Trooper patrol strength per manpower study**

**Indicator LaPAS PI Code: 13774**

**1. Type and Level:**

Type	Input
Level	K

**2. Rationale:**

Measures number troop traffic enforcement personnel needed statewide to efficiently perform the assigned mission

**3. Use:**

To determine the T.O. and funding necessary to perform the mandated mission

**4. Clarity:**

Not Applicable

**5. Validity, Reliability and Accuracy:**

Valid, reliable and accurate

**6. Data Source, Collection and Reporting:**

Source	State Police Manpower Allocation Study 2000-2001
Collection	On demand
Reporting	Fiscal year

**7. Calculation Methodology:**

Calculation As per formulas noted in the Personnel Allocation Model by Northwestern University  
Methodology Formulas utilizing variables for miles of roadway, number of calls for assistance, etc.

**8. Scope:**

Disaggregate

**9. Caveats:**

Whether or not the Personnel Allocation Model variables were accurate

**10. Responsible Person:**

Office of State Police Special Projects Section

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Traffic Enforcement**

**Objective: I.1**

**Indicator Name: Total miles patrolled**

**Indicator LaPAS PI Code: 10658**

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

Measures total miles patrolled by troop traffic enforcement personnel

**3. Use:**

To determine increase or decrease in troop personnel activity and efficiency

**4. Clarity:**

Not applicable

**5. Validity, Reliability and Accuracy:**

Valid, reliable and accurate

**6. Data Source, Collection and Reporting:**

Source	Troop Daily Activity Report System (DARS)
Collection	Daily
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	Standard calculation

**8. Scope:**

Aggregate

**9. Caveats:**

Accuracy of troop personnel information input

**10. Responsible Person:**

Troop personnel with final reporting from Operational Development



## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Traffic Enforcement**

**Objective: I.1**

**Indicator Name: Total number of public assists**

**Indicator LaPAS PI Code: 13775**

**1. Type and Level:**

Type	Output
Level	S

**2. Rationale:**

Measures total number public assists by troop traffic enforcement personnel

**3. Use:**

To determine increase or decrease in troop personnel activity and efficiency

**4. Clarity:**

Public assists – Assistance rendered to disabled or stranded motorists

**5. Validity, Reliability and Accuracy:**

Valid, reliable, and accurate

**6. Data Source, Collection and Reporting:**

Source	Troop Daily Activity Report System (DARS)
Collection	Daily
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	Standard calculation

**8. Scope:**

Aggregate

**9. Caveats:**

Accuracy of troop personnel information input

**10. Responsible Person:**

Troop personnel with final reporting from Operational Development

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Traffic Enforcement**

**Objective: I.1**

**Indicator Name: Number of criminal arrests made**

**Indicator LaPAS PI Code: 10660**

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

Measures total number of criminal arrests made by troop traffic enforcement personnel

**3. Use:**

To determiner increase or decrease in troop personnel activity and efficiency

**4. Clarity:**

Not applicable

**5. Validity, Reliability and Accuracy:**

Valid, reliable, and accurate

**6. Data Source, Collection and Reporting:**

Source	Troop Daily Activity Report System (DARS)
Collection	Daily
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	Standard calculation

**8. Scope:**

Aggregate

**9. Caveats:**

Accuracy of troop personnel information input

**10. Responsible Person:**

Troop personnel with final reporting from Operational Development

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Traffic Enforcement**

**Objective: I.1**

**Indicator Name: Number of fatal crashes investigated**

**Indicator LaPAS PI Code: 10662**

**1. Type and Level:**

Type	Output
Level	S

**2. Rationale:**

Measures total number fatal crashes investigated by troop traffic enforcement personnel

**3. Use:**

To determine increase or decrease in troop personnel activity and efficiency

**4. Clarity:**

Fatal crash - Vehicle crash resulting in one or more deaths

**5. Validity, Reliability and Accuracy:**

Valid, reliable, and accurate

**6. Data Source, Collection and Reporting:**

Source	Troop Daily Activity Report System (DARS)
Collection	Daily
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	Standard calculation

**8. Scope:**

Aggregate

**9. Caveats:**

Accuracy of troop personnel information input

**10. Responsible Person:**

Troop personnel with final report from Operational Development

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Traffic Enforcement**

**Objective: I.1**

**Indicator Name: Number of hazardous citations issued**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Output
Level	S

**2. Rationale:**

Measures the total number of hazardous citations issued by troop traffic enforcement personnel

**3. Use:**

To determine increase or decrease in troop personnel activity and efficiency

**4. Clarity:**

Hazardous citation – Citation for traffic violations that impair the safe movement of vehicles and pedestrians.

**5. Validity, Reliability and Accuracy:**

Valid, reliable, and accurate

**6. Data Source, Collection and Reporting:**

Source	Troop Daily Activity Report System (DARS)
Collection	Daily
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	Standard calculation

**8. Scope:**

Aggregate

**9. Caveats:**

Accuracy of troop personnel information input

**10. Responsible Person:**

Troop personnel with final report from Operational Development

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Traffic Enforcement

**Objective:** I.1

**Indicator Name:** Number of occupant restraint citations issued

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Output
Level	S

**2. Rationale:**

Measures total number of occupant restraint citations issued by troop traffic enforcement personnel

**3. Use:**

To determine increase or decrease in troop personnel activity and efficiency

**4. Clarity:**

Occupant restraint citations – Citations for violations of seat belt and child restraint law

**5. Validity, Reliability and Accuracy:**

Valid, reliable, and accurate

**6. Data Source, Collection and Reporting:**

Source	Troop Daily Activity Report System (DARS)
Collection	Daily
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	Standard calculation

**8. Scope:**

Aggregate

**9. Caveats:**

Accuracy of troop personnel information input

**10. Responsible Person:**

Troop personnel with final report from Operational Development

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Traffic Enforcement**

**Objective: I.1**

**Indicator Name: Number of violation tickets issued**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Output
Level	S

**2. Rationale:**

Measures total number of violation tickets issued by troop traffic enforcement personnel

**3. Use:**

To determine increase or decrease in troop personnel activity and efficiency

**4. Clarity:**

Violation ticket – A warning ticket for non-hazardous traffic violation(s), issued at the discretion of a commissioned officer in an effort to cause the violator to come into compliance.

**5. Validity, Reliability and Accuracy:**

Valid, reliable and accurate

**6. Data Source, Collection and Reporting:**

Source	Troop Daily Activity Report System (DARS)
Collection	Daily
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	Standard calculation

**8. Scope:**

Aggregate

**9. Caveats:**

Accuracy of troop personnel information input

**10. Responsible Person:**

Troop personnel with final report from Operational Development

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Traffic Enforcement

**Objective:** I.1

**Indicator Name:** Total number of crashes investigated

**Indicator LaPAS PI Code:** 10661

**1. Type and Level:**

Type	Output
Level	S

**2. Rationale:**

Measures total number of property damage, injury and fatal crashes investigated by troop traffic enforcement personnel

**3. Use:**

To determine increase or decrease in troop personnel activity and efficiency

**4. Clarity:**

Not applicable

**5. Validity, Reliability and Accuracy:**

Valid, reliable, accurate

**6. Data Source, Collection and Reporting:**

Source	Troop Daily Activity Report System (DARS)
Collection	Daily
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	Standard calculation

**8. Scope:**

Aggregate

**9. Caveats:**

Accuracy of troop personnel information input

**10. Responsible Person:**

Troop personnel with final report from Operational Development

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Traffic Enforcement**

**Objective: I.1**

**Indicator Name: Number of injury crashes investigated**

**Indicator LaPAS PI Code: 10663**

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

Measures total number of injury crashes investigated by troop commissioned personnel

**3. Use:**

To determine increase or decrease in troop personnel activity and efficiency

**4. Clarity:**

Injury Crash – Crashes in which bodily injury occurs

**5. Validity, Reliability and Accuracy:**

Valid, reliable, and accurate

**6. Data Source, Collection and Reporting:**

Source	Troop Daily Activity Report System (DARS)
Collection	Daily
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	Standard calculation

**8. Scope:**

Aggregate

**9. Caveats:**

Accuracy of troop personnel information input

**10. Responsible Person:**

Troop personnel with final report from Operational Development



## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Traffic Enforcement**

**Objective: I.1**

**Indicator Name: Number of crashes resulting in arrests**

**Indicator LaPAS PI Code: 10665**

**1. Type and Level:**

Type	Output
Level	S

**2. Rationale:**

Measures total number of crashes which result in the issuance of a citation by troop traffic enforcement personnel

**3. Use:**

To determine increase or decrease in troop personnel activity and efficiency

**4. Clarity:**

Not applicable

**5. Validity, Reliability and Accuracy:**

Valid, reliable, and accurate

**6. Data Source, Collection and Reporting:**

Source	Troop Daily Activity Report System (DARS)
Collection	Daily
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	Standard calculation

**8. Scope:**

Aggregate

**9. Caveats:**

Accuracy of troop personnel information input

**10. Responsible Person:**

Troop personnel with final report from Operational Development

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Traffic Enforcement**

**Objective: I.1**

**Indicator Name: Effective state coverage by State Police**

**Indicator LaPAS PI Code: 13772**

**1. Type and Level:**

Type	Outcome
Level	K

**2. Rationale:**

Measures the total number of highway miles patrolled by troopers as per the State Police Manpower Allocation Study 2000-2001 formulas

**3. Use:**

Assists in determining additional funding, equipment, and T.O. needs

**4. Clarity:**

Not applicable

**5. Validity, Reliability and Accuracy:**

Valid, reliable, and accurate

**6. Data Source, Collection and Reporting:**

Source	Office of State Police Human Resources and Daily Activity Report System (DARS)
Collection	On demand & daily respectively
Reporting	Fiscal year & quarterly respectively

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	Standard calculation

**8. Scope:**

Aggregate

**9. Caveats:**

Accuracy of troop personnel information input

**10. Responsible Person:**

Office of State Police Human Resources and Operational Development

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Traffic Enforcement**

**Objective: I.1**

**Indicator Name: Crash scene clearance times**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Outcome
Level	S

**2. Rationale:**

Measures the amount of time utilized by troop traffic enforcement personnel to respond to and clear crash scenes

**3. Use:**

To determine increase or decrease in troop personnel activity and efficiency

**4. Clarity:**

Crash scene – location of vehicle wreck or accident

Clearance time – Period of time from time of crash to when traffic flow is restored to normal

**5. Validity, Reliability and Accuracy:**

Valid, reliable and accurate

**6. Data Source, Collection and Reporting:**

Source	L.S.P. Traffic Records data base
Collection	Daily
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation Numeric tally

Methodology Standard calculation

**8. Scope:**

Aggregate

**9. Caveats:**

Accuracy of troop personnel information input

**10. Responsible Person:**

Troop personnel with final report from La. Highway Safety Commission

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Traffic Enforcement**

**Objective: I.1**

**Indicator Name: Fatality Crash scene clearance times**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Outcome
Level	S

**2. Rationale:**

Measures the amount of time utilized by troop traffic enforcement personnel to respond to and clear fatality crash scenes

**3. Use:**

To determine increase or decrease in troop personnel activity and efficiency

**4. Clarity:**

Fatal crash scene – location of a fatal vehicle wreck or accident

Clearance times – Period of time from time of crash to the time traffic flow is restored to normal

**5. Validity, Reliability and Accuracy:**

Valid, reliable, and accurate

**6. Data Source, Collection and Reporting:**

Source	L.S.P. Traffic Records data base
Collection	Daily
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation Numeric tally

Methodology Standard calculation

**8. Scope:**

Aggregate

**9. Caveats:**

Accuracy of troop personnel information input

**10. Responsible Person:**

Troop personnel with final report from La. Highway Safety Commission

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Traffic Enforcement**

**Objective: I.1**

**Indicator Name: Hours spent in court**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Outcome
Level	S

**2. Rationale:**

Measures the number of traffic enforcement man-hours lost to court appearance requirements

**3. Use:**

To determine increase or decrease in troop traffic enforcement personnel court appearances, and further T.O. and funding needs

**4. Clarity:**

Not applicable

**5. Validity, Reliability and Accuracy:**

Valid, reliable, and accurate

**6. Data Source, Collection and Reporting:**

Source	Daily Activity Report System (DARS)
Collection	Daily
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	Standard calculation

**8. Scope:**

Aggregate

**9. Caveats:**

Accuracy of troop personnel information input

**10. Responsible Person:**

Troop personnel with final report from Operational Development

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Traffic Enforcement**

**Objective: I.1**

**Indicator Name: Training hours**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Efficiency
Level	G

**2. Rationale:**

Measures the number of traffic enforcement man-hours lost to training requirements

**3. Use:**

To determine increase or decrease in troop personnel training, and further T.O. and funding needs

**4. Clarity:**

Not applicable

**5. Validity, Reliability and Accuracy:**

Valid, reliable, and accurate

**6. Data Source, Collection and Reporting:**

Source	Daily Activity Report System (DARS)
Collection	Daily
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	Standard calculation

**8. Scope:**

Aggregate

**9. Caveats:**

Accuracy of troop personnel information input

**10. Responsible Person:**

Troop personnel with final report from LSP Training Academy

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Traffic Enforcement

**Objective:** I.2

**Indicator Name:** Number of alcohol or drug related fatalities per one million miles traveled

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Input
Level	S

**2. Rationale:**

Measures the total number of alcohol or drug related fatality crashes investigated by troop traffic enforcement personnel per one million vehicle miles traveled in the state

**3. Use:**

To determine increase or decrease in troop personnel activity and efficiency

**4. Clarity:**

Not Applicable

**5. Validity, Reliability and Accuracy:**

Valid, reliable, and accurate due to electronic entry of information

**6. Data Source, Collection and Reporting:**

Source	Troop Daily Activity Report System (DARS)
Collection	Daily
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	Standard Calculation

**8. Scope:**

Aggregate

**9. Caveats:**

Accuracy of troop personnel initial information input directly effects electronically stored data

**10. Responsible Person:**

Troop personnel with final reporting from Operational Development Section

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Traffic Enforcement**

**Objective: I.2**

**Indicator Name: Current State Trooper patrol strength**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Input
Level	K

**2. Rationale:**

Measures the number of troop traffic enforcement personnel

**3. Use:**

With the use of the Manpower Allocation Study, it will determine whether or not needed T.O. has been funded and implemented

**4. Clarity:**

Not Applicable

**5. Validity, Reliability and Accuracy:**

Valid, reliable, accurate

**6. Data Source, Collection and Reporting:**

Source	Office of State Police Human Resources
Collection	Upon demand
Reporting	Fiscal year

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	Standard calculation

**8. Scope:**

Aggregate

**9. Caveats:**

Not Applicable

**10. Responsible Person:**

Office of State Police Human Resources



## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Traffic Enforcement

**Objective:** I.2

**Indicator Name:** Required State Trooper patrol strength per manpower study

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Input
Level	K

**2. Rationale:**

Measures the number of troop traffic enforcement personnel needed statewide to efficiently perform the assigned mission

**3. Use:**

Determine T.O. and funding necessary to perform mandated mission

**4. Clarity:**

Not Applicable

**5. Validity, Reliability and Accuracy:**

Valid, reliable, and accurate

**6. Data Source, Collection and Reporting:**

Source	State Police Manpower Allocation Study 2000-2001
Collection	On demand
Reporting	Fiscal year

**7. Calculation Methodology:**

Calculation	As per formulas noted in the Personnel Allocation Model by Northwestern University
Methodology	Formulas utilizing variables for miles of roadway, number of calls for assistance, etc.

**8. Scope:**

Disaggregate

**9. Caveats:**

Accuracy and relevancy of Personnel Allocation Model variables

**10. Responsible Person:**

Office of State Police Special Projects Section

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Traffic Enforcement

**Objective:** I.2

**Indicator Name:** Number of DWI arrests made and the number of drivers that are screened at DWI checkpoints

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Output
Level	S

**2. Rationale:**

Measures the total number of DWI drivers arrested and the total number of drivers screened at DWI checkpoints by troop commissioned personnel

**3. Use:**

To determine increase or decrease in troop personnel activity and efficiency

**4. Clarity:**

DWI Checkpoint - Road side checkpoint of motorists by troop commissioned personnel in an effort to detect and deter the impaired driver.

**5. Validity, Reliability and Accuracy:**

Valid, reliable and accurate

**6. Data Source, Collection and Reporting:**

Source	Troop Daily Activity Report System (DARS)
Collection	Daily
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	Standard calculation

**8. Scope:**

Aggregate

**9. Caveats:**

Accuracy of troop personnel initial information input directly effects electronically stored data

**10. Responsible Person:**

Troop personnel wit final reporting from Operational Development Section

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Traffic Enforcement**

**Objective: I.2**

**Indicator Name: Number of Checkpoints within the calendar year**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Output
Level	S

**2. Rationale:**

Measures the total number of Checkpoints troop traffic enforcement personnel conducted during the calendar year

**3. Use:**

To determine increase or decrease in troop personnel activity and efficiency

**4. Clarity:**

Checkpoint - Road side checkpoint of motorists by troop commissioned personnel in an effort to detect and deter the impaired driver.

**5. Validity, Reliability and Accuracy:**

Valid, reliable, and accurate

**6. Data Source, Collection and Reporting:**

Source	Troop Daily Activity Report System (DARS)
Collection	Daily
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	Standard calculation

**8. Scope:**

Aggregate

**9. Caveats:**

Accuracy of troop personnel initial information input directly effects electronically stored data

**10. Responsible Person:**

Troop personnel with final reporting from Operational Development Section

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Traffic Enforcement

**Objective:** I.2

**Indicator Name:** A reduction in alcohol or drug related offenses per one million miles traveled

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Outcome
Level	K

**2. Rationale:**

Determines the increase or decrease, within a given period of time, of the number of alcohol or drug related offenses per one million miles traveled

**3. Use:**

Assists in determining necessary additional funding and T.O. needs

**4. Clarity:**

Not Applicable

**5. Validity, Reliability and Accuracy:**

Valid, reliable, and accurate

**6. Data Source, Collection and Reporting:**

Source	Troop Daily Activity Report System (DARS)
Collection	Daily
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	Standard calculation

**8. Scope:**

Aggregate

**9. Caveats:**

Not Applicable

**10. Responsible Person:**

Operational Development Section

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Traffic Enforcement

**Objective:** II.1

**Indicator Name:** Number of public forums conducted such as open house events, community forums, as well as, the number of Child Seat Check Up events. (e.g. Night Out Against Crime, Neighborhood Watch, etc.)

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Input
Level	K

**2. Rationale:**

Measures the number of public forums such as open house events, community forums, as well as, the number of Child Seat Check Up events conducted by State Police personnel

**3. Use:**

Affords management the ability to determine the optimum number of public forums which can be offered per fiscal year to improve the public's awareness of State Police activities/services and State Police's knowledge of the public's needs

**4. Clarity:**

Not applicable

**5. Validity, Reliability and Accuracy:**

Valid, reliable and accurate

**6. Data Source, Collection and Reporting:**

Source	LSP Operational Development Section, Public Affairs Unit
Collection	Quarterly
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	Standard Calculation

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

LSP Operational Development Section, Public Affairs Unit

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Traffic Enforcement

**Objective:** II.1

**Indicator Name:** Number of community activities attended by a trooper

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Output
Level	K

**2. Rationale:**

Measures the number of community activities, meetings, or other gatherings attended by troopers

**3. Use:**

Affords management the ability to determine whether or not State Police Patrol is meeting the needs and requests of the public

**4. Clarity:**

Not applicable

**5. Validity, Reliability and Accuracy:**

Valid, reliable, and accurate

**6. Data Source, Collection and Reporting:**

Source	LSP Operational Development Section, Public Affairs Unit
Collection	Quarterly
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	Standard calculation

**8. Scope:**

Aggregate

**9. Caveats:**

Accuracy of information entry

**10. Responsible Person:**

LSP Operational Development Section, Public Affairs Unit

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Traffic Enforcement**

**Objective: II.1**

**Indicator Name: Number of troopers assigned or participating in community involvement**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Outcome
Level	S

**2. Rationale:**

Measures the number of troopers assigned and or participating in community involvement activities.

**3. Use:**

Enables management to determine if the appropriate number of troopers is assigned to, or participating in community activities

**4. Clarity:**

Not Applicable

**5. Validity, Reliability and Accuracy:**

Valid, reliable, and accurate

**6. Data Source, Collection and Reporting:**

Source	LSP Operational Development Public Affairs Unit
Collection	Quarterly
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	Standard calculation

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

LSP Operational Development, Public Affairs Unit

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Traffic Enforcement**

**Objective: II.1**

**Indicator Name: Number of installed or inspected child safety seats**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Outcome
Level	S

**2. Rationale:**

Measures the total number of child safety seats installed or inspected

**3. Use:**

To determine increase or decrease in troop personnel activity and efficiency

**4. Clarity:**

Not applicable

**5. Validity, Reliability and Accuracy:**

Valid, reliable, and accurate

**6. Data Source, Collection and Reporting:**

Source	LSP Operational Development Section, Public Affairs Unit
Collection	Quarterly
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	Standard calculation

**8. Scope:**

Aggregate

**9. Caveats:**

Accuracy of troop personnel information entry

**10. Responsible Person:**

LSP Operational Development Section, Public Affairs Unit



## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Traffic Enforcement

**Objective:** II.1

**Indicator Name:** Public satisfaction with State Police (as measured by questionnaires/survey).

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Quality
Level	G

**2. Rationale:**

Documents the public's level of satisfaction with the State Police's service through periodic surveys and questionnaires

**3. Use:**

To determine the public's perception of the State Police's level of effectiveness in meeting the public's needs and desires

**4. Clarity:**

Not applicable

**5. Validity, Reliability and Accuracy:**

Valid, reliable, and accurate

**6. Data Source, Collection and Reporting:**

Source	LSP CALEA Accreditation Manager/Unit
Collection	Annually
Reporting	Annually

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	Standard calculation

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

LSP CALEA Accreditation Manager/Unit

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Traffic Enforcement**

**Objective: III.1**

**Indicator Name: Current Criminal Patrol Program Strength**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type     Input  
Level    K

**2. Rationale:**

Measures the number of commissioned personnel assigned to the criminal patrols program

**3. Use:**

It will assist in determining whether or not needed T.O. has been funded and implemented

**4. Clarity:**

Not Applicable

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor  
The source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source        Internal Log  
Collection    Annual  
Reporting    On State Fiscal Year

**7. Calculation Methodology:**

Calculation   Numeric Tally  
Methodology   Standard Count

**8. Scope:**

Aggregate

**9. Caveats:**

Not Applicable

**10. Responsible Person:**

State Criminal Patrols Coordinator

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Traffic Enforcement**

**Objective: III.1**

**Indicator Name: Required Criminal Patrol Program strength per Procedural Order**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Input
Level	S

**2. Rationale:**

Provides required number of commissioned personnel for criminal patrols program

**3. Use:**

Determines needed Table of Organization.

**4. Clarity:**

Not Applicable

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor

The source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Louisiana State Police Operational Development
Collection	Quarterly
Reporting	Louisiana State Police Policy and Procedural Order Manual

**7. Calculation Methodology:**

Calculation	Numerical Tally
-------------	-----------------

Methodology	Standard Count
-------------	----------------

**8. Scope:**

Aggregate

**9. Caveats:**

Not Applicable

**10. Responsible Person:**

State Criminal Patrols Coordinator

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Traffic Enforcement

**Objective:** III.1

**Indicator Name:** Number of Training and Networking Conferences

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Input
Level	G

**2. Rationale:**

Demonstrates networking and intelligence sharing opportunities

**3. Use:**

Shows that networking and intelligence sharing opportunities are being provided

**4. Clarity:**

Not Applicable

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor

The source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Internal Log
Collection	Quarterly
Reporting	On state fiscal year

**7. Calculation Methodology:**

Calculation	Numerical Tally
Methodology	Standard Count

**8. Scope:**

Aggregate

**9. Caveats:**

Not Applicable

**10. Responsible Person:**

State Criminal Patrols Coordinator

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Traffic Enforcement

**Objective:** III.1

**Indicator Name:** Number of Interdiction Details per calendar year

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Input
Level	G

**2. Rationale:**

Shows combined state-wide effort to reduce criminal activity by traveling criminals

**3. Use:**

Tracks the number of opportunities State Program Coordinator has to gauge training and skills of program personnel

**4. Clarity:**

Not Applicable

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor  
The source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Internal Log
Collection	Quarterly
Reporting	On State Fiscal Year

**7. Calculation Methodology:**

Calculation	Numeric Tally
Methodology	Standard Count

**8. Scope:**

Aggregate

**9. Caveats:**

Not Applicable

**10. Responsible Person:**

State Criminal Patrols Coordinator

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Traffic Enforcement**

**Objective: III.1**

**Indicator Name: Number of canine training sessions and competitions**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Input
Level	G

**2. Rationale:**

Helps to demonstrate the amount of training involved in the canine program and number of opportunities to gauge quality

**3. Use:**

Tracks the number of training opportunities State Program Coordinator has to gauge training and skills of program personnel

**4. Clarity:**

Not Applicable

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor  
The source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Internal Log
Collection	Monthly
Reporting	On Calendar Year

**7. Calculation Methodology:**

Calculation	Numeric Tally
Methodology	Standard Count

**8. Scope:**

Aggregate

**9. Caveats:**

Not Applicable

**10. Responsible Person:**

State Canine Coordinator

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Traffic Enforcement**

**Objective: III.1**

**Indicator Name: Number of criminal arrests made by program personnel**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Output
Level	K

**2. Rationale:**

Provides key eliminate of objective

**3. Use:**

Will allow State Coordinator to gauge progress toward objective

**4. Clarity:**

Not Applicable

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor

The source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Arrest Messages for field personnel
Collection	Submitted as arrest are made
Reporting	Within 48 hours of arrest

**7. Calculation Methodology:**

Calculation	Numeric Tally
Methodology	Standard Count

**8. Scope:**

Aggregated

**9. Caveats:**

Not Applicable

**10. Responsible Person:**

State Program Coordinator

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Traffic Enforcement**

**Objective: III.1**

**Indicator Name: Number of training days for program personnel**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

Shows progress toward having highly trained personnel

**3. Use:**

Helps state coordinator plan training events and select personnel

**4. Clarity:**

Not Applicable

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor

The source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Louisiana State Police Training Academy & Internal Log
Collection	As training occurs
Reporting	Immediately

**7. Calculation Methodology:**

Calculation Numeric Talley

Methodology Number of training hours divided by 8 equals number of training days

**8. Scope:**

Aggregated

**9. Caveats:**

Not Applicable

**10. Responsible Person:**

State Program Coordinator



## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Traffic Enforcement

**Objective:** III.1

**Indicator Name:** Number of apprehensions per recovery of stolen property by program personnel

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Output
Level	K

**2. Rationale:**

Will be used to gauge the effectiveness of training and skills of program personnel

**3. Use:**

Provides State Program Coordinator with understanding of skills of program personnel

**4. Clarity:**

Not Applicable

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor

The source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Internal Log
Collection	Monthly
Reporting	On state fiscal year

**7. Calculation Methodology:**

Calculation Average

Methodology Total number of arrest divided by amount of stolen property recovered

**8. Scope:**

Aggregated

**9. Caveats:**

Not Applicable

**10. Responsible Person:**

State Program Coordinator

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Traffic Enforcement

**Objective:** III.1

**Indicator Name:** Number of successful motions to suppress evidence resulting from canine searches

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Output
Level	K

**2. Rationale:**

Used to gauge effectiveness of canine program

**3. Use:**

Will help state coordinator determine skill and training level of canine teams

**4. Clarity:**

Not Applicable

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor  
The source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Various District Attorneys
Collection	As motions are granted
Reporting	Immediately

**7. Calculation Methodology:**

Calculation	Numeric Tally
Methodology	Standard Count

**8. Scope:**

Aggregated

**9. Caveats:**

Not Applicable

**10. Responsible Person:**

State Coordinator

## PERFORMANCE INDICATOR DOCUMENTATION

**Program:** Traffic Enforcement

**Objective:** III.1

**Indicator Name:** Percentage increase in number of criminal arrests

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Outcome
Level	K

**2. Rationale:**

Provides a benchmark for objective

**3. Use:**

Helps state program coordinator determine if progress is being made toward the objective

**4. Clarity:**

Not Applicable

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor  
The source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Internal Log
Collection	Monthly
Reporting	On Calendar Year

**7. Calculation Methodology:**

Calculation	Percentage
-------------	------------

Methodology Number of arrest for past period divided by the number for the current period

**8. Scope:**

Aggregated

**9. Caveats:**

Not Applicable

**10. Responsible Person:**

State Program Coordinator

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Traffic Enforcement

**Objective:** III.1

**Indicator Name:** Percentage of apprehensions per recovery of stolen property

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Outcome
Level	K

**2. Rationale:**

Shows efficiency and effectiveness of program

**3. Use:**

Provides state program coordinator an understanding of personnel training and skills

**4. Clarity:**

Not Applicable

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor  
The source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Internal Log
Collection	Monthly
Reporting	On calendar year

**7. Calculation Methodology:**

Calculation Percentage  
Methodology Number of arrests per recovery divided by the number of recoveries

**8. Scope:**

Aggregated

**9. Caveats:**

Not Applicable

**10. Responsible Person:**

State Program Coordinator

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Traffic Enforcement**

**Objective: III.1**

**Indicator Name: Number of placements in top three at canine competitions**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Outcome
Level	K

**2. Rationale:**

Provides an understanding of caliber of training provide to canine personnel

**3. Use:**

Will help state program coordinator to determine effectiveness of training

**4. Clarity:**

Not Applicable

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor

The source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	External Report
Collection	Upon completion of event
Reporting	Immediately

**7. Calculation Methodology:**

Calculation	Numeric Tally
Methodology	Standard Count

**8. Scope:**

Aggregated

**9. Caveats:**

Not Applicable

**10. Responsible Person:**

State Program Coordinator

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Traffic Enforcement**

**Objective: IV.1**

**Indicator Name: Number of insurance violation notices issued**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Input
Level	K

**2. Rationale:**

Measures the total number of insurance violation notices issued

**3. Use:**

To determine increase or decrease in troop personnel activity and efficiency

**4. Clarity:**

Not applicable

**5. Validity, Reliability and Accuracy:**

Valid, reliable, and accurate

**6. Data Source, Collection and Reporting:**

Source	Troop Daily Activity Report System (DARS)
Collection	Daily
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	Standard calculation

**8. Scope:**

Aggregate

**9. Caveats:**

Accuracy of troop personnel information input

**10. Responsible Person:**

Troop personnel with final report from Operational Development

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Traffic Enforcement**

**Objective: IV.1**

**Indicator Name: Number of drivers screened for insurance compliance**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Output
Level	K

**2. Rationale:**

Measures the total number of drivers screened for insurance compliance by troop traffic enforcement personnel

**3. Use:**

To determine increase or decrease in troop personnel activity and efficiency

**4. Clarity:**

Screening of drivers occurs at roadside insurance checkpoints and when troop traffic enforcement personnel stop vehicles for traffic violations.

**5. Validity, Reliability and Accuracy:**

Valid, reliable, and accurate

**6. Data Source, Collection and Reporting:**

Source	Roadside Safety Checkpoint Database
Collection	Daily
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	Standard calculation

**8. Scope:**

Aggregate

**9. Caveats:**

Accuracy of troop personnel information input

**10. Responsible Person:**

Troop personnel with the final report from Operational Development Section

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Traffic Enforcement**

**Objective: IV.1**

**Indicator Name: Percentage increase in the number of citations issued for Compulsory Insurance violations**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Outcome
Level	S

**2. Rationale:**

To measure the percentage increase in the number of citations issued for Compulsory Insurance violations when compared to the previous calendar year

**3. Use:**

To determine increase or decrease in troop personnel activity and efficiency by comparing calendar year totals

**4. Clarity:**

Not applicable

**5. Validity, Reliability and Accuracy:**

Valid, reliable, and accurate

**6. Data Source, Collection and Reporting:**

Source	Troop Daily Activity Report System (DARS)
Collection	Daily
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	Standard calculation

**8. Scope:**

Aggregate

**9. Caveats:**

Accuracy of troop personnel information input

**10. Responsible Person:**

Troop personnel with final report from Operational Development



## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Traffic Enforcement**

**Objective: IV.1**

**Indicator Name: Percentage of compulsory automobile insurance compliance**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Outcome
Level	K

**2. Rationale:**

To measure the percentage of compulsory automobile insurance compliance during a calendar year

**3. Use:**

To determine increase or decrease in troop personnel activity and efficiency

**4. Clarity:**

Compulsory automobile insurance compliance – percent of vehicle owners in compliance with state compulsory insurance laws

**5. Validity, Reliability and Accuracy:**

Valid, reliable and accurate

**6. Data Source, Collection and Reporting:**

Source	DPS Office of Motor Vehicles Database
Collection	Daily
Reporting	On demand

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	Standard calculation

**8. Scope:**

Aggregate

**9. Caveats:**

Accuracy of insurance information entered into database

**10. Responsible Person:**

DPS Office of Motor Vehicles

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Traffic Enforcement Program**

**Objective: V.I**

**Indicator Name: Number of motor carrier safety compliance review audits conducted**

**Indicator LaPAS PI Code: 10677**

**1. Type and Level:**

Type	Output
Level	K

**2. Rationale:**

These specialized enforcement initiatives will be part of newly created centralized command effort to direct the enhancement and overall effectiveness of such practices. Compliance Review Audits are an important and necessary tool to assess the safety posture of motor carriers. Inspection, crash, and other data used in these audits help identify at-risk carriers and provide a medium to institute corrective measure to minimize recurrences. Compliance Reviews are extremely effective in identifying problem areas in which motor carriers experience difficulties in maintaining compliance. MCSAP will train additional Motor Carrier Safety troopers to perform Compliance Review Audits.

**3. Use:**

To determine by investigator audits of motor carriers, trends to formulate future enforcement strategies and the implementation of more strategically focused campaigns based on data collected from safety audits.

**4. Clarity:**

Clearly identifies what is being measured.

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor.  
The source is reliable and accurate with no hidden agenda.

**6. Data Source, Collection and Reporting:**

Source	Internal Database
Collection	Data reported quarterly
Reporting	TESS - Transportation Safety Services Division

**7. Calculation Methodology:**

Calculation	Mathematical calculation
Methodology	Not applicable

**8. Scope:**

Statewide implementation

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Captain Tim Sharkey, Office: 225-925-6113 Ext. 250, Fax: 225-925-2719, Email: [tsharkey@dps.state.la.us](mailto:tsharkey@dps.state.la.us)

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Traffic Enforcement Program**

**Objective: V.I.7**

**Indicator Name: Number of motor carrier safety inspections conducted**

**Indicator LaPAS PI Code: 10675**

**1. Type and Level:**

Type	Output
Level	S

**2. Rationale:**

Roadside safety inspections of commercial vehicles have a profound effect on promoting voluntary compliance to Federal Motor Carrier Safety Regulations. Serious safety defects require immediate remedy before such vehicles may lawfully proceed to their destinations.

**3. Use:**

Greater number of inspections conducted has a positive affect on increasing a safety environment for the motoring public.

**4. Clarity:**

Clearly identifies what is being measured.

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor.  
The source is reliable and accurate with no hidden agenda.

**6. Data Source, Collection and Reporting:**

Source	Internal database
Collection	Data reported quarterly
Reporting	TESS - Transportation Safety Services Division

**7. Calculation Methodology:**

Calculation	Mathematical calculations
Methodology	Not applicable

**8. Scope:**

Statewide program involvement

**9. Caveats:**

Not applicable.

**10. Responsible Person:**

Captain Tim Sharkey, Office: 225-925-6113 Ext. 250, Fax: 225-925-2719, Email: tsharkey@dps.state.la.us

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Traffic Enforcement Program**

**Objective: V.2**

**Indicator Name: Number of vehicle inspections conducted**

**Indicator LaPAS PI Code: 10711**

**1. Type and Level:**

Type Outcome

Level G

**2. Rationale:**

The only effective way of protecting the structural integrity of our roads, without increasing officer numbers is to constantly look for more effective ways of working.

**3. Use:**

To determine whether or not a commercial motor carrier is within legal weight limits.

**4. Clarity:**

N/a

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor.

The source is reliable and accurate with no hidden agenda.

**6. Data Source, Collection and Reporting:**

Source Internal database

Collection Data reported quarterly

Reporting Quarterly

**7. Calculation Methodology:**

Calculation Mathematical determinations

Methodology Not applicable

**8. Scope:**

Statewide number

**9. Caveats:**

Not applicable.

**10. Responsible Person:**

Captain Tim Sharkey, Office: 225-925-6113 Ext. 250, Fax: 225-925-2719, Email: tsharkey@dps.state.la.us

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Traffic Enforcement Program**

**Objective: V.2**

**Indicator Name: Number of violations cited**

**Indicator LaPAS PI Code: 13779**

**1. Type and Level:**

Type	Output
Level	K

**2. Rationale:**

A correlation exists between inspections of vehicles that exhibit signs consistent with being overweight and the number of violations cited. Weights and standards officers are trained to look for such signs as a precursor to conducting an inspection. The most effective inspections are those conducted on vehicles likely to be overweight or known to be operated in violation of law.

**3. Use:**

Allows operational adjustment to formulate enforcement strategies that will best reduce or, at the very least, support overall agency performance.

**4. Clarity:**

Clearly identifies what is being measured.

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor.  
The source is reliable and accurate with no hidden agenda.

**6. Data Source, Collection and Reporting:**

Source	Internal database
Collection	Data reported quarterly
Reporting	TESS - Transportation Safety Services Division

**7. Calculation Methodology:**

Calculation	Mathematical determination
Methodology	Not applicable

**8. Scope:**

Statewide number, able to be broken down by parish, highway type, and other extemporaneous measures

**9. Caveats:**

Not applicable.

**10. Responsible Person:**

Captain Tim Sharkey, Office: 225-925-6113 Ext. 250, Fax: 225-925-2719, Email: [tsharkey@dps.state.la.us](mailto:tsharkey@dps.state.la.us)

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Traffic Enforcement Program**

**Objective: V.2**

**Indicator Name: Number of commercial carriers weighed for overweight violations**

**Indicator LaPAS PI Code: 13778**

**1. Type and Level:**

Type	Outcome
Level	S

**2. Rationale:**

Studies have shown that vehicles traveling over 10,000 pound above their lawful load-bearing limits cause as much as 300% more damage to roads than vehicles operating at lawful weights. NAFTA, coupled by an influx of commercial motor vehicle traffic resulting from the United States opening of its southern border to Mexican carriers, current strengths of weight enforcement officer will be insufficient to handle the overwhelming traffic volumes. Overweight violators know that detection is improbable, thus increasing the likelihood of traveling overweight, especially during off hours with little to no fear of apprehension. The only effective way of protecting the structural integrity of our roads, without increasing officer numbers is to constantly look for more effective ways of working.

**3. Use:**

Through application of training and technologies, weights and standards officers weigh, as a rule, trucks that exhibit signs consistent with overweight vehicles.

**4. Clarity:**

Clearly identifies what is being measured.

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor.  
The source is reliable and accurate with no hidden agenda.

**6. Data Source, Collection and Reporting:**

Source	Internal database
Collection	Data reported quarterly
Reporting	TESS - Transportation Safety Services Division

**7. Calculation Methodology:**

Calculation	Mathematical determinations
Methodology	Not applicable

**8. Scope:**

Statewide number, able to be broken down by parish, highway type, and other extemporaneous measures

**9. Caveats:**

Not applicable.

**10. Responsible Person:**

Captain Tim Sharkey, Office: 225-925-6113 Ext. 250, Fax: 225-925-2719, Email: [tsharkey@dps.state.la.us](mailto:tsharkey@dps.state.la.us)



## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Traffic Enforcement Program**

**Objective: V.2**

**Indicator Name: Amount of Weights and Standards civil penalties collected**

**Indicator LaPAS PI Code: 10881**

**1. Type and Level:**

Type	Outcome
Level	G

**2. Rationale:**

Revenues generated from the assessment of penalties for violations of size, weight and measures law is an indication of the quality of citations written by officers. The rationale is based on penalty schedules for violations prescribed in law.

**3. Use:**

Dollars generated rough application of training and technologies, weights and standards officers weigh, as a rule, trucks that exhibit signs consistent with overweight vehicles.

**4. Clarity:**

Clearly identifies what is being measured.

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor.  
The source is reliable and accurate with no hidden agenda.

**6. Data Source, Collection and Reporting:**

Source	Internal database
Collection	Data reported quarterley
Reporting	TESS - Transportation Safety Services Division

**7. Calculation Methodology:**

Calculation	Mathmatical deteminations
Methodology	Not applicable

**8. Scope:**

Statewide number, able to be broken down by parish, highway type, and other extemporarious measures

**9. Caveats:**

Not applicable.

**10. Responsible Person:**

Captain Tim Sharkey, Office: 225-925-6113 Ext. 250, Fax: 225-925-2719, Email: [tsharkey@dps.state.la.us](mailto:tsharkey@dps.state.la.us)

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Traffic Enforcement Program

**Objective:** V.3

**Indicator Name:** Number of MVI stations licensed

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Input
Level	G

**2. Rationale:**

The number of licensed Official Motor Vehicle Inspection stations should be sufficient to service Louisiana citizens in all parts of the state.

**3. Use:**

The indicator will be used for internal management purposes.

**4. Clarity:**

MVI refers to Motor Vehicle Inspection pursuant to R.S. 32:1304 (MVI).

**5. Validity, Reliability and Accuracy:**

The indicator has been audited by the Office of Legislative Auditors. The information is verified by the number of licenses issued to Official Motor Vehicle Inspection Stations.

**6. Data Source, Collection and Reporting:**

Source	Database
Collection	Annual
Reporting	Annual

**7. Calculation Methodology:**

Calculation	Mathematical determination
Methodology	N/A

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Commander of TESS, Transportation Safety

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Traffic Enforcement Program

**Objective:** V.4

**Indicator Name:** Number of MVI stations inspected

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Output
Level	K

**2. Rationale:**

The number of MVI stations inspected is contingent on the number of stations licensed.

**3. Use:**

The indicator will be used for internal management purposes

**4. Clarity:**

MVI refers to Motor Vehicle Inspection pursuant to R.S. 32:1304.

**5. Validity, Reliability and Accuracy:**

The information has been audited by the Office of Legislative Auditors. The information is derived from the number of inspections conducted by officers followed by an inspection report of the officer's findings.

**6. Data Source, Collection and Reporting:**

Source	Database
Collection	Quarterly
Reporting	Realtime

**7. Calculation Methodology:**

Calculation	Mathematical determination
Methodology	Information extrapolated from populated internal databases

**8. Scope:**

Aggregate

**9. Caveats:**

Not Applicable

**10. Responsible Person:**

Commander, TESS, Transportation Safety

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Traffic Enforcement Program

**Objective:** V.3

**Indicator Name:** Number of MVI stations in compliance

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Input
Level	K

**2. Rationale:**

The number of licensed Official Motor Vehicle Inspection stations should be sufficient to service Louisiana citizens in all parts of the state.

**3. Use:**

The indicator will be used for internal management purposes.

**4. Clarity:**

MVI refers to Motor Vehicle Inspection pursuant to R.S. 32:1304 (MVI).

**5. Validity, Reliability and Accuracy:**

The indicator has been audited by the Office of Legislative Auditors. The information is verified by the number of licenses issued to Official Motor Vehicle Inspection Stations.

**6. Data Source, Collection and Reporting:**

Source	Database
Collection	Quarterly
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Mathematical determination
Methodology	N/A

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Commander of TESS, Transportation Safety

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Traffic Enforcement Program

**Objective:** V.4

**Indicator Name:** Number of licensed tow trucks

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Output
Level	K

**2. Rationale:**

To monitor the number of licensed tow trucks in Louisiana.

**3. Use:**

To allow management to determine if additional manpower or resources are needed to accomplish unit's core mission.

**4. Clarity:**

N/A

**5. Validity, Reliability and Accuracy:**

The information has not been audited by the Office of Legislative Auditors. Data are produced from accessing information databases. Information stored in computer databases may be reliable without validation.

**6. Data Source, Collection and Reporting:**

Source	Internal computer database
Collection	Quarterly
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Mathematical determination
Methodology	N/A

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Commander, TESS, Transportation Safety

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Traffic Enforcement Program

**Objective:** VI.1

**Indicator Name:** Number of licensed storage facilities

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Output
Level	K

**2. Rationale:**

The number of licenses issued to vehicle storage facilities is a primary responsibility of agency.

**3. Use:**

The information will be used for internal management purposes personnel and resource allocations.

**4. Clarity:**

Businesses that store vehicles for direct or indirect compensation must be licensed in accordance with law.

**5. Validity, Reliability and Accuracy:**

The information has not been audited by the Office of Legislative Auditors. Data are produced from accessing information databases. Information stored in computer databases may be reliable without validation.

**6. Data Source, Collection and Reporting:**

Source	Internal computer database
Collection	Weekly
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Mathmatical determination from total numbers
Methodology	Input of information into a computer database

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Commander, TESS, Transportation Safety

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Traffic Enforcement Program

**Objective:** VI

**Indicator Name:** Number of tow-trucks inspected

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Output
Level	K

**2. Rationale:**

The number of tow-trucks inspected is contingent on the number of trucks licensed.

**3. Use:**

Internal management purposes to determine personnel and resource allocations

**4. Clarity:**

The indicator clearly identifies what is being measured

**5. Validity, Reliability and Accuracy:**

The indicator has not been audited by the Office of Legislative Auditors. The validity of the information can be verified through actual monetary deposits and other auditing measures.

**6. Data Source, Collection and Reporting:**

Source	Internal database, Office of Motor Vehicle logs
Collection	Daily
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Mathematical determination of input information
Methodology	Simple determination of number of tow-trucks inspected

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Commander, TESS, Transportation Safety

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Traffic Enforcement Program**

**Objective: VI**

**Indicator Name: Number of storage facilities inspected**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Output
Level	K

**2. Rationale:**

The number of storage facility inspections conducted is contingent on the total number of facilities licensed

**3. Use:**

This information will be used for internal management purposes. Data collected and evaluated will be used for personnel and resource allocations.

**4. Clarity:**

Businesses that store vehicles for direct or indirect compensation must be licensed in accordance with law.

**5. Validity, Reliability and Accuracy:**

The information has not been audited by the Office of Legislative Auditors. Data are produced from accessing information databases. Information stored in computer databases may be reliable without validation.

**6. Data Source, Collection and Reporting:**

Source	Internal computer database
Collection	Weekly
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Mathematical determination
Methodology	Data input

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Commander, TESS, Transportation Safety



## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Traffic Enforcement

**Objective:** VI.1

**Indicator Name:** Number of training staff

**Indicator LaPAS PI Code:** new

**1. Type and Level:**

Type      Input

Level    G

**2. Rationale:**

Need for additional training staff.

**3. Use:**

Determine the number of training classes able to be provided.

**4. Clarity:**

There is only one person assigned to the Hazardous Materials training staff.

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor.

The source is reliable and accurate with no hidden agenda.

**6. Data Source, Collection and Reporting:**

Source            Internal personnel count

Collection      Yearly

Reporting      Operation and Development Section

**7. Calculation Methodology:**

Calculation    Addition

Methodology   Not applicable

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Captain Robert Pinero, Office: 225-925-6113 ext. 241, fax: 225-925-3559, e-mail:  
rpinero@dps.state.la.us

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Emergency Services Division**

**Objective: VI.1**

**Indicator Name: Amount of federal training grant dollars**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Input
Level	G

**2. Rationale:**

Federal monies are provided on a yearly basis for the training courses being offered.

**3. Use:**

Without federal monies some courses will be deleted from the training calendar.

**4. Clarity:**

Clearly identifies what is being measured.

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor.

The source is reliable and accurate with no hidden agenda.

**6. Data Source, Collection and Reporting:**

Source	Internal accounting
Collection	Yearly
Reporting	Operation and Development Section

**7. Calculation Methodology:**

Calculation	Addition
Methodology	Not Applicable

**8. Scope:**

Yearly number, able to be broken down by training classes provided.

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Captain Robert Pinero, Office: 225-925-6113 ext. 241, fax: 225-925-3559, e-mail: rpinero@dps.state.la.us

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Emergency Services Division

**Objective:** VI.1

**Indicator Name:** Number of training classes attended

**Indicator LaPAS PI Code:** new

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

Track the number of classes a student takes at the Holden Training Center

**3. Use:**

Able to determine what classes are of the highest demand allowing for more efficient long term planning.

**4. Clarity:**

Clearly identifies what is being measured.

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor.  
The source is reliable and accurate with no hidden agenda.

**6. Data Source, Collection and Reporting:**

Source	Internal Database
Collection	Semi Annual
Reporting	Operation and Development Section

**7. Calculation Methodology:**

Calculation	Addition
Methodology	Not Applicable

**8. Scope:**

Aggregate

**9. Caveats:**

Not Applicable

**10. Responsible Person:**

Captain Robert Pinero, Office: 225-925-6113 ext. 241, fax: 225-925-3559, e-mail: rpinero@dps.state.la.us

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Emergency Services Division**

**Objective: VI.1**

**Indicator Name: Number of training classes offered**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

Total number of classes offered to industry and other state agencies.

**3. Use:**

Early indication of a class needing to be removed from the available courses offered.

**4. Clarity:**

Clearly identifies what is being measured.

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor.

The source is reliable and accurate with no hidden agenda.

**6. Data Source, Collection and Reporting:**

Source	Internal Database
Collection	Quarterly
Reporting	Operation and Development Section

**7. Calculation Methodology:**

Calculation	Addition
Methodology	Not Applicable

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Captain Robert Pinero, Office: 225-925-6113 ext. 241, fax: 225-925-3559, e-mail: rpinero@dps.state.la.us

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Emergency Services Division**

**Objective: VI.1**

**Indicator Name: Number of students trained**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

Accurately accounts for the total number of students trained in a fiscal year.

**3. Use:**

Determine the number of training classes able to be provided with the existing training staff.

**4. Clarity:**

Clearly identifies what is being measured.

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor.  
The source is reliable and accurate with no hidden agenda.

**6. Data Source, Collection and Reporting:**

Source	Internal database
Collection	Quarterly
Reporting	Operation and Development Section

**7. Calculation Methodology:**

Calculation	Addition
Methodology	Not Applicable

**8. Scope:**

Aggregate

**9. Caveats:**

Not Applicable

**10. Responsible Person:**

Captain Robert Pinero, Office: 225-925-6113 ext. 241, fax: 225-925-3559, e-mail:  
rpinero@dps.state.la.us

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Emergency Services Division**

**Objective: VI.1**

**Indicator Name: Percentage increase in the number of classes taught**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Outcome
Level	G

**2. Rationale:**

Clear indication of the type of training in demand in a given time frame.

**3. Use:**

Indicates the need for training in a given area and the need for additional staff personnel.

**4. Clarity:**

Clearly identifies what is being measured.

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor.  
The source is reliable and accurate with no hidden agenda.

**6. Data Source, Collection and Reporting:**

Source	Internal database
Collection	Quarterly
Reporting	Operation and Development Section

**7. Calculation Methodology:**

Calculation	Current number of classes being taught versus last fiscal years classes.
Methodology	Number of classes taught during the previous year divided by the current number of classes being taught.

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Captain Robert Pinero, Office: 225-925-6113 ext. 241, fax: 225-925-3559, e-mail: rpinero@dps.state.la.us

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Emergency Services Division**

**Objective: VI.1**

**Indicator Name: Percentage increase in the number of students trained**

**Indicator LaPAS PI Code: new**

**1. Type and Level:**

Type	Outcome
Level	G

**2. Rationale:**

Clear indication of the type of training in demand in a given time frame.

**3. Use:**

Indicates the need for training in a given area and the need for additional staff personnel.

**4. Clarity:**

Clearly identifies what is being measured.

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor.  
The source is reliable and accurate with no hidden agenda.

**6. Data Source, Collection and Reporting:**

Source	Internal database
Collection	Quarterly
Reporting	Operation and Development Section

**7. Calculation Methodology:**

Calculation	Current number of students being taught versus last fiscal years number of student trained.
-------------	---

Methodology	Number of students taught during the previous year divided by the current number of students being taught.
-------------	--

**8. Scope:**

Aggregate

**9. Caveats:**

Not Applicable

**10. Responsible Person:**

Captain Robert Pinero, Office: 225-925-6113 ext. 241, fax: 225-925-3559, e-mail: rpinero@dps.state.la.us

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Emergency Services Division**

**Objective: VI.2**

**Indicator Name: Number of hazardous materials incidents reported**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Input
Level	G

**2. Rationale:**

The hazardous materials industry is mandated by law to report chemical spills.

**3. Use:**

Determine the number of incidents reported to the State Police Hotline. Early indication of additional man power needs.

**4. Clarity:**

Clearly identifies what is being measured.

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor.  
The source is reliable and accurate with no hidden agenda.

**6. Data Source, Collection and Reporting:**

Source	Internal database
Collection	Data reported quarterly
Reporting	Operation and Development Section

**7. Calculation Methodology:**

Calculation	Addition
Methodology	Not applicable

**8. Scope:**

State wide number, able to be broken down by parish.

**9. Caveats:**

Not applicable.

**10. Responsible Person:**

Captain Robert Pinero, Office: 225-925-6113 ext. 241, fax: 225-925-3559, e-mail: rpinero@dps.state.la.us



## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Emergency Services Division**

**Objective: VI.2**

**Indicator Name: Number of hazardous materials investigations opened**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Input
Level	G

**2. Rationale:**

Investigate those incidents where either criminal or administrative violations have occurred.

**3. Use:**

Determine the number of hazardous material investigations conducted and the need for additional personnel.

**4. Clarity:**

Clearly identifies what is being measured.

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor.

The source is reliable and accurate with no hidden agenda.

**6. Data Source, Collection and Reporting:**

Source	Internal database
Collection	Data reported quarterly
Reporting	Operation and Development Section

**7. Calculation Methodology:**

Calculation	Addition
Methodology	Not applicable

**8. Scope:**

State wide number, able to be broken down by parish.

**9. Caveats:**

Not applicable.

**10. Responsible Person:**

Captain Robert Pinero, Office: 225-925-6113 ext. 241, fax: 225-925-3559, e-mail: rpinero@dps.state.la.us

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Emergency Services Division**

**Objective: VI.2**

**Indicator Name: Number of hazardous materials incidents responded to.**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Output
Level	S

**2. Rationale:**

Documents the number of incidents responded to by hazardous materials responders.

**3. Use:**

Number of Hazardous Materials Incidents requiring response. Used for additional manpower requests

**4. Clarity:**

Clearly identifies what is being measured.

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor.  
The source is reliable and accurate with no hidden agenda.

**6. Data Source, Collection and Reporting:**

Source	Internal Database
Collection	Data reported quarterly
Reporting	Operation and Development Section

**7. Calculation Methodology:**

Calculation	Addition
Methodology	Not applicable

**8. Scope:**

State wide number, able to be broken down by parish.

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Captain Robert Pinero, Office: 225-925-6113 ext. 241, fax: 225-925-3559, e-mail: rpinero@dps.state.la.us

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Emergency Services Division**

**Objective: VI.2**

**Indicator Name: Number of hazardous materials transportation incidents**

**Indicator LaPAS PI Code: 13572**

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

Incidents involving hazardous materials while in transportation are required by state law to be reported to the Louisiana State Police Hotline.

**3. Use:**

Determine the number of Incidents involving hazardous materials while in transportation.

**4. Clarity:**

Transportation of hazardous materials is by the following means: railroad, highway, water, air and pipeline.

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor.  
The source is reliable and accurate with no hidden agenda.

**6. Data Source, Collection and Reporting:**

Source	Internal Database.
Collection	Data reported quarterly.
Reporting	Operation and Development Section

**7. Calculation Methodology:**

Calculation	Addition
Methodology	Not applicable

**8. Scope:**

State wide number, able to be broken down by parish.

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Captain Robert Pinero, Office: 225-925-6113 ext. 241, fax: 225-925-3559, e-mail: rpinero@dps.state.la.us

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Emergency Services Division**

**Objective: VI.2**

**Indicator Name: Number of hazardous materials fixed site incidents**

**Indicator LaPAS PI Code: 13572**

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

Hazardous Materials Incidents occurring on a fixed site facility are required to be reported by rule under the Hazardous Material Information Development, Preparedness and Response Act; (LAC 33;V.Chapter 101, 101111(B) 1thru 5)

**3. Use:**

Determine the number of Incidents involving hazardous materials incidents which occur on fixed site facilities.

**4. Clarity:**

Clearly identifies what is being measured.

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor.  
The source is reliable and accurate with no hidden agenda.

**6. Data Source, Collection and Reporting:**

Source	Internal Data Base
Collection	Data reported quarterly
Reporting	Operation and Development Section

**7. Calculation Methodology:**

Calculation	Addition
Methodology	Not applicable

**8. Scope:**

State wide number, able to be broken down by parish.

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Captain Robert Pinero, Office: 225-925-6113 ext. 241, fax: 225-925-3559, e-mail: rpinero@dps.state.la.us

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Emergency Services Division**

**Objective: VI.2**

**Indicator Name: Number of violations cited**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

Determine the number of violations cited compare to number of incidents responded to.

**3. Use:**

Indicator of possible problems in application of law or rules by industry.

**4. Clarity:**

Clearly identifies what is being measured.

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor.  
The source is reliable and accurate with no hidden agenda.

**6. Data Source, Collection and Reporting:**

Source	Internal database
Collection	Data reported quarterly
Reporting	Operation and Development Section

**7. Calculation Methodology:**

Calculation	Addition
Methodology	Not applicable

**8. Scope:**

State wide number, able to be broken down by parish.

**9. Caveats:**

Not Applicable

**10. Responsible Person:**

Captain Robert Pinero, Office: 225-925-6113 ext. 241, fax: 225-925-3559, e-mail: rpinero@dps.state.la.us

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Emergency Services Division**

**Objective: VI.2**

**Indicator Name: Percentage of hazardous materials incidents responded to**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Outcome
Level	G

**2. Rationale:**

Early indicator of an increase in respondable incidents from year to year.

**3. Use:**

Increase manpower in areas of greats need.

**4. Clarity:**

Clearly identifies what is being measured.

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor.

The source is reliable and accurate with no hidden agenda.

**6. Data Source, Collection and Reporting:**

Source	Internal Data Base
Collection	Quarterly
Reporting	Internal reporting Quarterly

**7. Calculation Methodology:**

Calculation Number of incidents reported versus number of incidents responded to by Hazardous Materials Responders.

Methodology Number of incidents responded to divided by the total number of incidents reported.

**8. Scope:**

State wide number, able to be broken down by parish.

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Captain Robert Pinero, Office: 225-925-6113 ext. 241, fax: 225-925-3559, e-mail: rpinero@dps.state.la.us

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Emergency Services Division**

**Objective: VI.3**

**Indicator Name: Number of explosive licenses issued**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Input
Level	S

**2. Rationale:**

As per State Law, an explosives license must be in possession to legally handle, store or manufacture Class 1 explosives.

**3. Use:**

Provides accurate information in measuring the economic stability of the explosive industry, which directly affects the amount of money the Explosives Control Unit is able to provide towards its yearly budget. Determine the number of licenses required to be inspected.

**4. Clarity:**

Clearly identifies what is being measured.

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor.  
The source is reliable and accurate with no hidden agenda.

**6. Data Source, Collection and Reporting:**

Source	Internal Database
Collection	Reported Quarterly
Reporting	Operation and Development Section

**7. Calculation Methodology:**

Calculation	Addition
Methodology	Not applicable

**8. Scope:**

Aggregate

**9. Caveats:**

No applicable

**10. Responsible Person:**

Captain Robert Pinero, Office: 225-925-6113 ext. 241, fax: 225-925-3559, e-mail: [rpintero@dps.state.la.us](mailto:rpintero@dps.state.la.us)

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Emergency Services Division**

**Objective: Vi.3**

**Indicator Name: Number of explosive inspections conducted**

**Indicator LaPAS PI Code: 10725**

**1. Type and Level:**

Type	Output
Level	K

**2. Rationale:**

Accurate count of the number of explosive licenses inspected.

**3. Use:**

Determine the number of active explosive licenses in use.

**4. Clarity:**

Inspection of explosives licenses.

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor. The source is reliable and accurate with no hidden agenda.

**6. Data Source, Collection and Reporting:**

Source	Internal database
Collection	Data reported quarterly
Reporting	Operation and Development Section

**7. Calculation Methodology:**

Calculation	Addition
Methodology	Not Applicable

**8. Scope:**

Aggregate

**9. Caveats:**

Not Applicable

**10. Responsible Person:**

Captain Robert Pinero, Office: 225-925-6113 ext. 241, fax: 225-925-3559, e-mail: rpinero@dps.state.la.us



## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Emergency Services Division**

**Objective: VI.3**

**Indicator Name: Percentage of explosive licensees inspected**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Outcome
Level	G

**2. Rationale:**

Determine the percentage of explosive licensees inspected to the total number of licenses issued during the fiscal year.

**3. Use:**

Assists in determining the stability of the industry and the need for additional personnel.

**4. Clarity:**

Clearly indicates what is being measured.

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor. The source is reliable and accurate with no hidden agenda.

**6. Data Source, Collection and Reporting:**

Source	Internal Database
Collection	Quarterly
Reporting	Operation and Development Section

**7. Calculation Methodology:**

Calculation	Number of explosives license inspected versus the total number of License issued.
-------------	---

Methodology	Number of licenses inspected divided by total number of licenses issued.
-------------	--

**8. Scope:**

Aggregate

**9. Caveats:**

Not Applicable.

**10. Responsible Person:**

Captain Robert Pinero, Office: 225-925-6113 ext. 241, fax: 225-925-3559, e-mail: rpinero@dps.state.la.us

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Traffic Enforcement**

**Objective: VII.1**

**Indicator Name: Amount of ODP Grant Funds appropriated to Louisiana**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Input
Level	G

**2. Rationale:**

Track the fund amount provided to Louisiana

**3. Use:**

Will be used in management decisions in administering the grant.

**4. Clarity:**

Indicator is clear.

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor

The source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Louisiana Office of Homeland Security and Emergency Preparedness
Collection	Monthly
Reporting	Monthly

**7. Calculation Methodology:**

Calculation No calculation used

Methodology N/A

**8. Scope:**

Aggregate

**9. Caveats:**

N/A

**10. Responsible Person:**

Crisis Response Unit Major Mickey McMorris

Phone #: (225) 925-4551

FAX#: (225) 925-4769

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Traffic Enforcement

**Objective:** VII.1

**Indicator Name:** Amount of ODP Grant Funds appropriated to municipal and local governments

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Input
Level	G

**2. Rationale:**

Track the fund amount provided to municipal and local governments.

**3. Use:**

Will be used in management decisions in administering the grant.

**4. Clarity:**

Indicator is clear.

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor  
The source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Louisiana Office of Homeland Security and Emergency Preparedness
Collection	Monthly
Reporting	Monthly

**7. Calculation Methodology:**

Calculation	No calculation used
Methodology	N/A

**8. Scope:**

Aggregate

**9. Caveats:**

N/A

**10. Responsible Person:**

Crisis Response Unit Major Mickey McMorris	
Phone #: (225) 925-4551	FAX#: (225) 925-4769

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Traffic Enforcement**

**Objective: VII.1**

**Indicator Name: Amount of ODP Grant Funds appropriated to state agencies**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Input
Level	G

**2. Rationale:**

Track the fund amount provided to state agencies.

**3. Use:**

Will be used in management decisions in administering the grant.

**4. Clarity:**

Indicator is clear.

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor

The source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Louisiana Office of Homeland Security and Emergency Preparedness
Collection	Monthly
Reporting	Monthly

**7. Calculation Methodology:**

Calculation No calculation used

Methodology N/A

**8. Scope:**

Aggregate

**9. Caveats:**

N/A

**10. Responsible Person:**

Crisis Response Unit Major Mickey McMorris

Phone #: (225) 925-4551

FAX#: (225) 925-4769

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Criminal Investigation Program

**Objective:** I.1

**Indicator Name:** Resource allocation

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type     Input  
Level    K

**2. Rationale:**

Measures the budget for the Criminal Investigations Program

**3. Use:**

Budgeting

**4. Clarity:**

N/A

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor  
The source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Division of Administration
Collection	Done annually and upon adjustment
Reporting	Done on demand

**7. Calculation Methodology:**

Calculation    Numeric  
Methodology   Division of Administration

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Office of State Police, Bureau of Investigation staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Criminal Investigation Program

**Objective:** I.1

**Indicator Name:** Number of criminal investigations Initiated

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

Measures the number of cases opened by all Criminal Investigative Sections

**3. Use:**

Case Management/Statistical

**4. Clarity:**

N/A

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor  
The source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Files maintained at individual offices
Collection	Monthly Reports
Reporting	Done on demand

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	N/A

**8. Scope:**

Aggregate

**9. Caveats:**

Not Applicable

**10. Responsible Person:**

Office of State Police, Bureau of Investigation staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Criminal Investigation Program

**Objective:** I.1

**Indicator Name:** Number of felony arrests

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

Number of felony arrests for all Criminal Investigations Section

**3. Use:**

Case Management/Statistical

**4. Clarity:**

N/A

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor  
The source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Files maintained at individual offices
Collection	Monthly reports
Reporting	Done on demand

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	N/A

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Office of State Police, Bureau of Investigation staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Criminal Investigation Program

**Objective:** I.1

**Indicator Name:** Number of fugitive arrests

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

Number of fugitive arrests for all Criminal Investigations Sections

**3. Use:**

Case Management/Statistical

**4. Clarity:**

N/A

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor

The source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Files maintained at individual offices
Collection	Monthly Reports
Reporting	Done on demand

**7. Calculation Methodology:**

Calculation Actual number of fugitive arrests

Methodology Monthly Reports by Bureau of Investigation staff

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Office of State Police, Bureau of Investigation staff



## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Criminal Investigation Program

**Objective:** I.1

**Indicator Name:** Percent Increase in criminal investigations initiated

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Outcome
Level	G

**2. Rationale:**

Measures the increase in the number of criminal investigations initiated for all Criminal Investigations Sections

**3. Use:**

Case management/Statistical

**4. Clarity:**

N/A

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor  
The source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Files maintained at individual offices
Collection	Monthly Reports
Reporting	Done on demand

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	N/A

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Office of State Police, Bureau of Investigation staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Criminal Investigation Program

**Objective:** I.1

**Indicator Name:** Percent Increase in number of felony arrests

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Outcome
Level	G

**2. Rationale:**

Measures the increase in the number of felony arrests for all Criminal Investigations Sections

**3. Use:**

Statistical

**4. Clarity:**

N/A

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor  
The source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Files maintained at individual offices
Collection	Monthly Reports
Reporting	Done on demand

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	N/A

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Office of State Police, Bureau of Investigation staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Criminal Investigation Program

**Objective:** I.1

**Indicator Name:** Percent increase in number of fugitive arrests

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Outcome
Level	G

**2. Rationale:**

Measures the increase in the number of fugitive arrests for all Criminal Investigations Sections

**3. Use:**

Case management/Statistical

**4. Clarity:**

N/A

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor  
The source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Files maintained at individual offices
Collection	Monthly Reports
Reporting	Done on demand

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	N/A

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Office of State Police, Bureau of Investigation staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Criminal Investigation Program

**Objective:** I.1

**Indicator Name:** Average number of criminal cases per investigator

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type G

Level Efficiency

**2. Rationale:**

Measures the number of criminal cases per investigator for all Criminal Investigations Sections

**3. Use:**

Case Management/Statistical

**4. Clarity:**

N/A

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor  
The source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source Files maintained at individual offices

Collection Monthly Reports

Reporting Done on demand

**7. Calculation Methodology:**

Calculation Numeric tally

Methodology N/A

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Office of State Police, Bureau of Investigation staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Criminal Investigation Program

**Objective:** I.2

**Indicator Name:** Average number of arrests per investigator

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Efficiency
Level	G

**2. Rationale:**

Measures the number of arrests per investigator for all Criminal Investigations Sections

**3. Use:**

Case Management/Statistical

**4. Clarity:**

N/A

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor  
The source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Files maintained at individual offices
Collection	Monthly Reports
Reporting	Done on demand

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	N/A

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Office of State Police, Bureau of Investigation staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Criminal Investigation Program

**Objective:** I.2

**Indicator Name:** Implementation of a case management system Indicator LaPAS PI

**Code:** New

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

The creation and Implementation of a case management system for all Criminal Investigative Sections

**3. Use:**

Case Management/Statistical

**4. Clarity:**

N/A

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor  
The source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Investigative Support Section
Collection	Quarterly
Reporting	Done on demand

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	N/A

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Investigative Support Section/Analytical Unit Staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Criminal Investigation Program

**Objective:** I.2

**Indicator Name:** Number of seized computers forensically analyzed

**Indicator LaPAS PI Code:** 141432

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

Measures the number of seized computers forensically analyzed

**3. Use:**

Evidence gathering for possible use in criminal court proceeding

**4. Clarity:**

N/A

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor

The source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Files maintained at Investigative Support Section
Collection	Monthly Reports
Reporting	Done on demand

**7. Calculation Methodology:**

Calculation	Actual number of computers forensically analyzed
Methodology	N/A

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Investigative Support Section/Technical Support Unit Staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Criminal Investigation Program

**Objective:** I.2

**Indicator Name:** Implementation of Louisiana Most Wanted Program

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

Create and implement a Louisiana Most Wanted bulletin board consisting of web page and flyers

**3. Use:**

Apprehension of top ten most wanted fugitives whose crimes were committed in the state of Louisiana

**4. Clarity:**

Completion of program

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor  
The source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Louisiana State Police web site
Collection	Updated upon apprehension
Reporting	Done on demand

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	N/A

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Office of State Police, Bureau of Investigation staff



## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Criminal Investigation Program

**Objective:** I.2

**Indicator Name:** Percent completion of the case management system

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Outcome
Level	G

**2. Rationale:**

Measures the percent of the completion of the Criminal Case Management System

**3. Use:**

Case Management/Statistical

**4. Clarity:**

Percentage

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor

The source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Estimation by Analytical Unit Supervisor
Collection	Status meetings conducted with Contractor/Project Supervisor
Reporting	Done on demand

**7. Calculation Methodology:**

Calculation Actual number of systems completed and implemented compared to number of systems designed

Methodology N/A

**8. Scope:**

Aggregate

**9. Caveats:**

Not Applicable

**10. Responsible Person:**

Office of State Police, Bureau of Investigation, Analytical Staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Criminal Investigation Program

**Objective:** I.2

**Indicator Name:** Percent increase in seized computers forensically analyzed

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Outcome
Level	G

**2. Rationale:**

Measures the increase in the number of seized computers forensically analyzed

**3. Use:**

Case management/statistical

**4. Clarity:**

Numeric

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor

The source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Files maintained at Investigative Support Section
Collection	Monthly Reports
Reporting	Done on demand

**7. Calculation Methodology:**

Calculation	Actual number of computers forensically analyzed
Methodology	N/A

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Investigative Support Section/Technical Support Unit Staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Criminal Investigation initiated

**Objective:** II.1

**Indicator Name:** Number of courses attended

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

Measures the number of training courses attended

**3. Use:**

Increase efficiency and professionalism in investigators

**4. Clarity:**

N/A

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor

The source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Files maintained at Training Academy and individual offices
Collection	Approved training applications
Reporting	Done on demand

**7. Calculation Methodology:**

Calculation	Actual number of training courses attended
Methodology	N/A

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Office of State Police, Bureau of Investigation staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Criminal Investigation initiated

**Objective:** II.1

**Indicator Name:** Percent increase in number of courses attended

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Outcome
Level	G

**2. Rationale:**

Measures the number of training courses attended per employee

**3. Use:**

Increase efficiency and professionalism in investigators

**4. Clarity:**

N/A

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor

The source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Files maintained at Training Academy and individual offices
Collection	Approved training applications
Reporting	Done on demand

**7. Calculation Methodology:**

Calculation	Actual number of training courses attended
Methodology	N/A

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Office of State Police, Bureau of Investigation staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Criminal Investigation initiated

**Objective:** II.1

**Indicator Name:** Average number of training courses attended per employee

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Efficiency
Level	G

**2. Rationale:**

Measures the number of training courses attended per employee

**3. Use:**

Increase efficiency and professionalism in investigators

**4. Clarity:**

N/A

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor

The source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Files maintained at Training Academy and individual offices
Collection	Approved training applications
Reporting	Done on demand

**7. Calculation Methodology:**

Calculation	Actual number of training courses attended
Methodology	N/A

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Office of State Police, Bureau of Investigation staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Criminal Investigation Program

**Objective:** III.1

**Indicator Name:** Number of other agency assists

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

Measures the actual number of times investigators assist other law enforcement agencies

**3. Use:**

Sharing of information and resources

**4. Clarity:**

N/A

**5. Validity, Reliability and Accuracy:**

Has not been audited by The Office of the Legislative Auditor  
The source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Files maintained at individual offices
Collection	Monthly Reports
Reporting	Done on demand

**7. Calculation Methodology:**

Calculation	Actual number of other agency assists
Methodology	N/A

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Office of State Police, Bureau of Investigation staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Criminal Investigation Program

**Objective:** III.1

**Indicator Name:** Number of task force operations

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

Measures the number of full time task forces that State Police participate in

**3. Use:**

Sharing of information and resources

**4. Clarity:**

N/A

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor

The source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Files maintained at individual offices
Collection	Monthly Reports
Reporting	Done on demand

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	N/A

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Office of State Police, Bureau of Investigation staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Criminal Investigation Program

**Objective:** III.1

**Indicator Name:** Percent increase in other agency assists

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Outcome
Level	G

**2. Rationale:**

Measures the percent increase in the number of other agency assists

**3. Use:**

Sharing of information and resources

**4. Clarity:**

N/A

**5. Validity, Reliability and Accuracy:**

Has not been audited by the Office of the Legislative Auditor

The source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Files maintained at individual offices
Collection	Monthly Reports
Reporting	Done on demand

**7. Calculation Methodology:**

Calculation Actual percentage increase of other agency assists

Methodology N/A

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Office of State Police, Bureau of Investigation staff



## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support Program**

**Objective: I.1**

**Indicator Name: Number of applicable CALEA standards**

**Indicator LaPAS PI Code: 14171**

**1. Type and Level:**

Type	Input
Level	S

**2. Rationale:**

Determine which of the CALEA standards are applicable to the Department for reaccreditation.

**3. Use:**

Will direct CALEA Accreditation Manager to those standards to be met for reaccreditation.

**4. Clarity:**

CALEA (Commission on Accreditation of Law Enforcement)

**5. Validity, Reliability and Accuracy:**

Source is reliable with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Commission on Accreditation of Law Enforcement
Collection	Biannually
Reporting	Biannually

**7. Calculation Methodology:**

Calculation	Number of standards is static and set by CALEA
Methodology	No calculation used

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable.

**10. Responsible Person:**

Lt. Bobby Osborn, Office of State Police, Operational Development, CALEA Accreditation Unit, Accreditation Manager, phone number 225-925-4239, fax number 225-925-3717.

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support Program**

**Objective: I.1**

**Indicator Name: Number of staff assistance visits**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Input
Level	G

**2. Rationale:**

Comply with CALEA standards necessary for reaccreditation

**3. Use:**

To determine compliance to standards and those needed for reaccreditation

**4. Clarity:**

CALEA (Commission on Accreditation of Law Enforcement Agencies)

**5. Validity, Reliability and Accuracy:**

Not audited. The source is reliable.

**6. Data Source, Collection and Reporting:**

Source	CALEA Accreditation Manager/Unit
Collection	Annually
Reporting	Annually

**7. Calculation Methodology:**

Calculation	Number of assistance visits
Methodology	Standard tabulation

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Lt. Bobby Osborn, Office of State Police, Operational Development, CALEA Accreditation Unit, Accreditation Manager, phone number 225-925-4239, fax number 225-925-3717.

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support Program**

**Objective: I.1**

**Indicator Name: Number of applicable CALEA standards with which State Police is in compliance**

**Indicator LaPAS PI Code: 14172**

**1. Type and Level:**

Type	Output
Level	S

**2. Rationale:**

Comply with CALEA standards necessary for reaccreditation

**3. Use:**

To determine compliance to standards and those needed for reaccreditation

**4. Clarity:**

CALEA (Commission on Accreditation of Law Enforcement Agencies)

**5. Validity, Reliability and Accuracy:**

Not applicable

**6. Data Source, Collection and Reporting:**

Source	CALEA
Collection	Annually
Reporting	Annually

**7. Calculation Methodology:**

Calculation	Self assessments for proof of compliance
Methodology	Not applicable

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Lt. Bobby Osborn, Office of State Police, Operational Development, CALEA Accreditation Unit, Accreditation Manager, phone number 225-925-4239, fax number 225-925-3717.

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support Program**

**Objective: I.1**

**Indicator Name: Percentage of standards with which State Police is in compliance**

**Indicator LaPAS PI Code: 14173**

**1. Type and Level:**

Type	Outcome
Level	S

**2. Rationale:**

Become Commissioned on Accreditation for Law Enforcement Agencies (CALEA) reaccredited by November 30, 2006 and November 30, 2009.

**3. Use:**

To determine compliance to standards and those needed for reaccreditation

**4. Clarity:**

CALEA (Commission on Accreditation for Law Enforcement Agencies)

**5. Validity, Reliability and Accuracy:**

Self assessment/proof of compliance concluded with CALEA final report and reaccreditation

**6. Data Source, Collection and Reporting:**

Source	CALEA
Collection	36 months
Reporting	36 months

**7. Calculation Methodology:**

Calculation	Proof of compliance with standards
Methodology	Not applicable

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Lt. Bobby Osborn, Office of State Police, Operational Development, CALEA Accreditation Unit, Accreditation Manager, phone number 225-925-4239, fax number 225-925-3717.

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support Program**

**Objective: I.1**

**Indicator Name: Department awarded reaccreditation**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Outcome
Level	G

**2. Rationale:**

Become Commissioned on Accreditation for Law Enforcement Agencies (CALEA) reaccredited by November 30, 2006 and November 30, 2009.

**3. Use:**

To determine compliance to standards and those needed for reaccreditation

**4. Clarity:**

CALEA (Commission on Accreditation for Law Enforcement Agencies)

**5. Validity, Reliability and Accuracy:**

Self assessment/proof of compliance concluded with CALEA final report and reaccreditation

**6. Data Source, Collection and Reporting:**

Source	CALEA
Collection	36 months
Reporting	36 months

**7. Calculation Methodology:**

Calculation	Proof of compliance with standards
Methodology	Not applicable

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Lt. Bobby Osborn, Office of State Police, Operational Development, CALEA Accreditation Unit, Accreditation Manager, phone number 225-925-4239, fax number 225-925-3717.

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.2**

**Indicator Name: Phase I-Manpower Allocation Model-Traffic Program complete**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

To determine the number of personnel required for the Traffic Program within State Police and implement those findings

**3. Use:**

To request needed Table of Organization

**4. Clarity:**

Manpower Allocation Model-a standardized model of formulas used to determine the number of personnel necessary to efficiently complete a task.

**5. Validity, Reliability and Accuracy:**

Manpower Allocation Models have and are being used by agencies around the country

**6. Data Source, Collection and Reporting:**

Source	Office of State Police,Operational Development Section, Planning Unit
Collection	One fiscal year
Reporting	One fiscal year

**7. Calculation Methodology:**

Calculation Standard calculation

Methodology Using Northwestern University and other Manpower Allocation Models with numerous variables such as number of miles of types of roadways, number of calls for service and others

**8. Scope:**

Aggregate

**9. Caveats:**

The accuracy of the formulas and their application

**10. Responsible Person:**

Lt. Aaron Chabaud, Office of State Police,Operational Development Section, Planning Unit Supervisor, phone number 225-925-4239, fax number 225-925-3717.

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.2**

**Indicator Name: Phase II-Manpower Allocation Model-Other Programs complete**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

To determine the number of personnel required for all sections other than the Traffic Program within State Police and implement those findings

**3. Use:**

To request needed Table of Organization

**4. Clarity:**

Manpower Allocation Model-a standardized model of formulas used to determine the number of personnel necessary to efficiently complete a task

**5. Validity, Reliability and Accuracy:**

Manpower Allocation Models have and are being used by agencies around the country

**6. Data Source, Collection and Reporting:**

Source	Office of State Police,Operational Development Section, Planning Unit
Collection	One fiscal year
Reporting	One fiscal year

**7. Calculation Methodology:**

Calculation Standard Calculation

Methodology Using manpower allocation models which may use numerous variables such as number of calls for service, types of service and other variables

**8. Scope:**

Aggregate

**9. Caveats:**

The accuracy of the formulas and their application

**10. Responsible Person:**

Lt. Aaron Chabaud, Office of State Police,Operational Development Section, Planning Unit Supervisor, phone number 225-925-4239, fax number 225-925-3717.

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.2**

**Indicator Name: Phase I-Manpower Allocation Model-Traffic Program implemented**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Outcome
Level	G

**2. Rationale:**

Implement the Manpower Allocation Model for the Traffic Program

**3. Use:**

Determine number of personnel necessary to reach 100% of needed manpower

**4. Clarity:**

Manpower Allocation Model-a standardized model of formulas used to determine the number of personnel necessary to efficiently complete a task

**5. Validity, Reliability and Accuracy:**

Manpower Allocation Models have and are being used by agencies around the country.

**6. Data Source, Collection and Reporting:**

Source	Office of State Police,Operational Development Section, Planning Unit
Collection	Implementation over a five year period as funding allows
Reporting	Implementation over a five year period as funding allows

**7. Calculation Methodology:**

Calculation	Standard Calculation
Methodology	Number of personnel hired as a percentage of total personnel recommended by model

**8. Scope:**

Disaggregate

**9. Caveats:**

Lack of proper funding and ability to attract qualified applicants

**10. Responsible Person:**

Lt. Aaron Chabaud, Office of State Police,Operational Development Section, Planning Unit Supervisor, phone number 225-925-4239, fax number 225-925-3717.



## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.2**

**Indicator Name: Phase II-Manpower Allocation Model-Other Programs implemented**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Outcome
Level	G

**2. Rationale:**

Implement the Manpower Allocation Model for Other State Police Programs

**3. Use:**

Determine number of personnel necessary to reach 100% of needed manpower

**4. Clarity:**

Manpower Allocation Model-a standarized model of formulas used to determine the number of personnel necessary to efficiently complete a task

**5. Validity, Reliability and Accuracy:**

Manpower Allocation Models have and are being used by agencies around the country.

**6. Data Source, Collection and Reporting:**

Source	Office of State Police,Operational Development Section, Planning Unit
Collection	Implementation over a five year period as funding allows
Reporting	Implementation over a five year period as funding allows

**7. Calculation Methodology:**

Calculation	Standard Calculation
Methodology	Number of personnel hired as a percentage of total personnel recommended by model.

**8. Scope:**

Disaggregate

**9. Caveats:**

Lack of proper funding and ability to attract qualified applicants

**10. Responsible Person:**

Lt. Aaron Chabaud, Office of State Police,Operational Development Section, Planning Unit Supervisor, phone number 225-925-4239, fax number 225-925-3717.

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.3**

**Indicator Name: Percentage of compliance with ASCLD/LAB accreditation criteria**

**Indicator LaPAS PI Code: 6621, 6622, and 6623**

**1. Type and Level:**

Type	Outcome
Level	K

**2. Rationale:**

Compliance with ASCLD/LAB-Legacy standards is necessary to maintain accreditation

**3. Use:**

To determine compliance with standards to maintain accreditation

**4. Clarity:**

ASCLD/LAB - American Society of Crime Lab Director's/Laboratory Accreditation Board

**5. Validity, Reliability and Accuracy:**

Indicator was audited. Indicator is being revised to clarify that only those accreditation criteria audited each quarter will be reported

**6. Data Source, Collection and Reporting:**

Source	Internal log
Collection	As internal lab audits are completed
Reporting	Annually

**7. Calculation Methodology:**

Calculation	Self-assessments for proof of compliance
Methodology	Calculated based on formula provided by accrediting body

**8. Scope:**

Aggregate

**9. Caveats:**

NA

**10. Responsible Person:**

Crime Lab Manager-Quality Control

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.4**

**Indicator Name: Number of ammunition cartridge cases entered**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Input
Level	G

**2. Rationale:**

Use of NIBIN database to determine number of cartridge cases entered

**3. Use:**

Track entries into system to determine if additional resources are needed to assure efficiency of the program

**4. Clarity:**

NIBIN-National Integrated Ballistic Information Network

**5. Validity, Reliability and Accuracy:**

New indicator; has not been audited.

**6. Data Source, Collection and Reporting:**

Source	Input into NIBIN
Collection	Upon entry into NIBIN
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Simple count of entries in system
Methodology	Simple count of entries

**8. Scope:**

Aggregate

**9. Caveats:**

NA

**10. Responsible Person:**

Firearms analysts who assure accuracy of entries

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.4**

**Indicator Name: Number of bullets entered**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Input
Level	G

**2. Rationale:**

Use of NIBIN database to determine number of bullets entered

**3. Use:**

Track entries into system to determine if additional resources are needed to assure efficiency of the program

**4. Clarity:**

NIBIN-National Intergrated Ballistic Information Network

**5. Validity, Reliability and Accuracy:**

New indicator; has not been audited

**6. Data Source, Collection and Reporting:**

Source	Input into NIBIN
Collection	Upon entry into NIBIN
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Simple count of entries
Methodology	Simple count of entries

**8. Scope:**

Aggregate

**9. Caveats:**

NA

**10. Responsible Person:**

Firearms analysts who assure accuracy of entries

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.4**

**Indicator Name: Number of matches identified in NIBIN from LSP Crime Lab inquiries**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Outcome
Level	K

**2. Rationale:**

Use of NIBIN database to determine number of matches

**3. Use:**

Track matches made to determine if additional resources are needed to assure efficiency of the program

**4. Clarity:**

NIBIN-National Integrated Ballistic Information Network

**5. Validity, Reliability and Accuracy:**

New indicator; has not been audited

**6. Data Source, Collection and Reporting:**

Source	Input into NIBIN
Collection	Upon entry into NIBIN
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Simple count of entries
Methodology	Simple count of entries

**8. Scope:**

Aggregate

**9. Caveats:**

NA

**10. Responsible Person:**

Firearms analysts who assure accuracy of entries

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.5**

**Indicator Name: Number of requests for analysis**

**Indicator LaPAS PI Code: 6626**

**1. Type and Level:**

Type     Input  
Level    K

**2. Rationale:**

Use of Justicetrax LIMS system to measure caseload statistics

**3. Use:**

Track caseload increase to possibly seek additional resources to maintain timely analysis

**4. Clarity:**

NA

**5. Validity, Reliability and Accuracy:**

Indicator has been audited

**6. Data Source, Collection and Reporting:**

Source	Input into Justicetrax
Collection	Upon entry into Justicetrax
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Simple count of requests entered into system
Methodology	Simple count

**8. Scope:**

Aggregate

**9. Caveats:**

NA

**10. Responsible Person:**

Lab supervisors

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.5**

**Indicator Name: Number of requests for services analyzed**

**Indicator LaPAS PI Code: 6627**

**1. Type and Level:**

Type	Output
Level	K

**2. Rationale:**

Use of Justicetrax LIMS system to measure request workload output

**3. Use:**

track requests worked to possibly seek additional resources to maintain timely analysis

**4. Clarity:**

NA

**5. Validity, Reliability and Accuracy:**

Indicator has been audited

**6. Data Source, Collection and Reporting:**

Source	Input into Justicetrax
Collection	Upon entry into Justicetrax
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Simple counts of requests entered into system
Methodology	Simple count

**8. Scope:**

Aggregate

**9. Caveats:**

NA

**10. Responsible Person:**

Lab supervisors

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.5**

**Indicator Name: Number of agencies served**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Outcome
Level	G

**2. Rationale:**

Use of Justicetrax system to determine number of agencies served

**3. Use:**

Determine if services need to be expanded based on increasing agencies served

**4. Clarity:**

NA

**5. Validity, Reliability and Accuracy:**

New. Entries into Justicetrax system

**6. Data Source, Collection and Reporting:**

Source	Entries into Justicetrax
Collection	Upon entry into Justicetrax
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Simple count of agencies
Methodology	Simple count

**8. Scope:**

Aggregate

**9. Caveats:**

NA

**10. Responsible Person:**

Lab supervisors



## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.5**

**Indicator Name: Percentage reduction in turnaround time**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Outcome
Level	K

**2. Rationale:**

Measurement of turnaround time is an indicator which measures lab efficiency

**3. Use:**

Track request turnaround time and determine if additional resources are needed to maintain timely analysis

**4. Clarity:**

NA

**5. Validity, Reliability and Accuracy:**

Has not been audited

**6. Data Source, Collection and Reporting:**

Source	Input into Justicetrax
Collection	Upon entry into Justicetrax
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation Formula to determine the number of days from request of service until the findings are entered by the analyst. Average reported for all analysts  
Methodology Customized formula

**8. Scope:**

Aggregate

**9. Caveats:**

NA

**10. Responsible Person:**

Lab supervisors

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Crime Lab

**Objective:** I.6

**Indicator Name:** Percentage of compliance with ASCLD/LAB-International criteria that are audited each quarter

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Outcome
Level	K

**2. Rationale:**

Compliance with ASCLD/LAB-International standards is necessary to maintain accreditation

**3. Use:**

To determine compliance with standards to maintain accreditation

**4. Clarity:**

ASCLD/LAB-American Society of Crime Lab Directors/Laboratory Accreditation Board

**5. Validity, Reliability and Accuracy:**

Has not been audited

**6. Data Source, Collection and Reporting:**

Source	Internal log
Collection	As internal lab audits are completed
Reporting	Annually

**7. Calculation Methodology:**

Calculation	Self assessments for proof of compliance
Methodology	Calculated based on formula provided by accrediting body

**8. Scope:**

Aggregate

**9. Caveats:**

Not to begin until 2010

**10. Responsible Person:**

Crime Lab Manager-Quality Control

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Operational Support

**Objective:** I.7

**Indicator Name:** Number of DNA convicted offender samples collected

**Indicator LaPAS PI Code:** 15551

**1. Type and Level:**

Type	Output
Level	K

**2. Rationale:**

Locate the number of DNA convicted offender samples collected pursuant to LA. R.S. 14:601-620

**3. Use:**

Assess the effectiveness of the DNA convicted offender collection program

**4. Clarity:**

NA

**5. Validity, Reliability and Accuracy:**

Indicator has been audited

**6. Data Source, Collection and Reporting:**

Source	DOC and Probation and Parole personnel who collect samples
Collection	Every day a DOC inmate enters a DOC facility that qualifies for a DNA sample collection and every time a DOC facility has a backlog of inmates that need to be collected. Collections also occur by P and P every time that a probationer presents himself at his local P and P office who is required to provide a convicted offender DNA sample
Reporting	Every time there is a collection

**7. Calculation Methodology:**

Calculation	Internal Crime Lab software called LaCATS
Methodology	Standard

**8. Scope:**

Aggregate

**9. Caveats:**

NA

**10. Responsible Person:**

Crime Lab DNA Administrative staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.7**

**Indicator Name: Number of DNA arrestee samples collected**

**Indicator LaPAS PI Code: 15552**

**1. Type and Level:**

Type     output  
Level    K

**2. Rationale:**

Locate the number of DNA arrestee samples collected pursuant to LA. R>S> 14:601-620.

**3. Use:**

Assess the effectiveness of the DNA arrestee collection program

**4. Clarity:**

NA

**5. Validity, Reliability and Accuracy:**

Indicator has been audited

**6. Data Source, Collection and Reporting:**

Source        local law enforcement agencies that collect samples of an arrestee at booking  
Collection    Every day there is an arrest in the jurisdiction of a local law enforcement agency  
Reporting    every time there is a collection

**7. Calculation Methodology:**

Calculation   Internal Crime Lab software called LaCATS  
Methodology   standard

**8. Scope:**

Aggregate

**9. Caveats:**

NA

**10. Responsible Person:**

Crime Lab DNA Administrative staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.7**

**Indicator Name: Number of CODIS samples accessioned**

**Indicator LaPAS PI Code: 15554**

**1. Type and Level:**

Type     output  
Level    K

**2. Rationale:**

Locate the number of CODIS samples accessioned for outsourcing analysis of samples

**3. Use:**

Assess the effectiveness of the DNA assessment program

**4. Clarity:**

NA

**5. Validity, Reliability and Accuracy:**

Indicator has been audited

**6. Data Source, Collection and Reporting:**

Source	Crime Lab DNA Administrative staff
Collection	Daily
Reporting	Quarterly and annually

**7. Calculation Methodology:**

Calculation   Internal Crime Lab software called LACATS  
Methodology standard

**8. Scope:**

Aggregate

**9. Caveats:**

NA

**10. Responsible Person:**

Crime Lab DNA Administrative staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.7**

**Indicator Name: Number of CODIS samples uploaded to NDIS**

**Indicator LaPAS PI Code: 15553**

**1. Type and Level:**

Type	Ouput
Level	K

**2. Rationale:**

Locate the number of CODIS samples uploaded to NDIS

**3. Use:**

Assess the number of the analyzed DNA profiles uploaded to NDIS

**4. Clarity:**

NA

**5. Validity, Reliability and Accuracy:**

Indicator has been audited

**6. Data Source, Collection and Reporting:**

Source	national DNA database operated by software called CODIS
Collection	Every Thursday
Reporting	Quarterly and annually

**7. Calculation Methodology:**

Calculation	national database operated by software called CODIS
Methodology	standard

**8. Scope:**

Aggregate

**9. Caveats:**

NA

**10. Responsible Person:**

Crime Lab DNA analysts

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.7**

**Indicator Name: Number of CODIS samples uploaded to SDIS**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Output
Level	New

**2. Rationale:**

Locate the number of CODIS samples uploaded to the SDIS

**3. Use:**

Assess the number of analyzed DNA profiles uploaded to SDIS

**4. Clarity:**

NA

**5. Validity, Reliability and Accuracy:**

Based upon entries into the state DNA database

**6. Data Source, Collection and Reporting:**

Source	state DNA database operated by software called CODIS
Collection	every time a DNA analyst reports a scientific analysis report which contains a profile qualifying to be uploaded
Reporting	Quarterly and annually

**7. Calculation Methodology:**

Calculation	state DNA database operated by software called CODIS
Methodology	standard

**8. Scope:**

Aggregate

**9. Caveats:**

NA

**10. Responsible Person:**

Crime Lab DNA Unit

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.8**

**Indicator Name: Number of Criminal Bookings processed on AFIS**

**Indicator LaPAS PI Code: 6642**

**1. Type and Level:**

Type	Input
Level	S

**2. Rationale:**

Determine the number of criminal bookings processed on AFIS

**3. Use:**

Provide information to determine placement and need for additional equipment

**4. Clarity:**

Yes

**5. Validity, Reliability and Accuracy:**

No

**6. Data Source, Collection and Reporting:**

Source	Data Processing/Electronic
Collection	Monthly
Reporting	1 <sup>st</sup> of each month

**7. Calculation Methodology:**

Calculation	Numeric
Methodology	Collect transactions processed per each livescan device

**8. Scope:**

Total statewide figure broken down by individual live scan device

**9. Caveats:**

None

**10. Responsible Person:**

John Aranyosi/IMC Supervisor, Data Processing  
925-6546; jaranyosi@dps.state.la.us



## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.8**

**Indicator Name: Number of Criminal Fingerprint Cards Received**

**Indicator LaPAS PI Code: 10988**

**1. Type and Level:**

Type     Input  
Level    S

**2. Rationale:**

Provide the number of criminal cards received

**3. Use:**

Identify sites for placement of additional equipment

**4. Clarity:**

Yes

**5. Validity, Reliability and Accuracy:**

No

**6. Data Source, Collection and Reporting:**

Source        Mail  
Collection    Daily  
Reporting     Monthly

**7. Calculation Methodology:**

Calculation    Numeric  
Methodology Manual tally of all criminal cards received

**8. Scope:**

Statewide figures broken down by agency

**9. Caveats:**

None

**10. Responsible Person:**

Christine Langlois; Criminal Records Analyst 5, Criminal Records  
925-1737; clanglois@dps.state.la.us

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.8**

**Indicator Name: Percentage of total submitted criminal bookings using the AFIS System**

**Indicator LaPAS PI Code: 14177**

**1. Type and Level:**

Type	Output
Level	S

**2. Rationale:**

Provide the percentage of total criminal bookings processed electronically

**3. Use:**

To determine usage of AFIS equipment

**4. Clarity:**

Yes

**5. Validity, Reliability and Accuracy:**

No

**6. Data Source, Collection and Reporting:**

Source	Manual & Electronic Figures
Collection	Daily, Monthly/Quarterly/Fiscal Year
Reporting	Incoming Mail/Data Processing

**7. Calculation Methodology:**

Calculation Numeric

Methodology Add the number of bookings on AFIS, divide by the sum of AFIS & manual contributions to calculate percentage.

**8. Scope:**

Statewide figures broken down by contributing agencies

**9. Caveats:**

None

**10. Responsible Person:**

John Aranyosi/IMC Supervisor, Data Processing

925-6546; jaranyosi@dps.state.la.us

Christine Langlois; Criminal Records Analyst 5, Criminal Records

925-1737; clanglois@dps.state.la.us

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.9**

**Indicator Name: Number of expungements received**

**Indicator LaPAS PI Code: 10991**

**1. Type and Level:**

Type     Input  
Level    S

**2. Rationale:**

Provide number of Expungements Received

**3. Use:**

Provide need for personnel and justify the need for electronic submission

**4. Clarity:**

Yes

**5. Validity, Reliability and Accuracy:**

No

**6. Data Source, Collection and Reporting:**

Source        Mail  
Collection    Daily  
Reporting     Monthly

**7. Calculation Methodology:**

Calculation    Numeric  
Methodology    Manually tally of all expungements received

**8. Scope:**

Total Received Statewide

**9. Caveats:**

None

**10. Responsible Person:**

Christine Langlois Criminal Records Analyst 5, Criminal Records  
925-1737; clanglois@dps.state.la.us

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.9**

**Indicator Name: Number of arrest dispositions received electronically**

**Indicator LaPAS PI Code: 14205**

**1. Type and Level:**

Type     Input  
Level    S

**2. Rationale:**

Provide number of dispositions reported electronically

**3. Use:**

To identify personnel needs and to justify the need for the capability of electronic submissions

**4. Clarity:**

Yes

**5. Validity, Reliability and Accuracy:**

No

**6. Data Source, Collection and Reporting:**

Source        Electronic  
Collection    Daily  
Reporting     Data Processing

**7. Calculation Methodology:**

Calculation    Numeric  
Methodology   Electronic Report from Data Processing

**8. Scope:**

Total number of electronically received statewide

**9. Caveats:**

None

**10. Responsible Person:**

John Aranyosi; IMC Supervisor, Data Processing  
925-6546; jaranyosi@dps.state.la.us

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Operational Support Program

**Objective:** I.9

**Indicator Name:** Number of arrest dispositions received manually

**Indicator LaPAS PI Code:** 14207

**1. Type and Level:**

Type	Input
Level	S

**2. Rationale:**

Provide number of dispositions received manually

**3. Use:**

To identify personnel needs and to justify the need for capability of electronic submission

**4. Clarity:**

Yes

**5. Validity, Reliability and Accuracy:**

No

**6. Data Source, Collection and Reporting:**

Source	Mail
Collection	Daily
Reporting	Incoming Mail

**7. Calculation Methodology:**

Calculation	Numeric
Methodology	Manual tally of dispositions received

**8. Scope:**

Total Received Statewide

**9. Caveats:**

None

**10. Responsible Person:**

Christine Langlois; Criminal Records Analyst 5, Criminal Records  
925-1737; clanglois@dps.state.la.us

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support Program**

**Objective: I.9**

**Indicator Name: Number of criminal fingerprint cards received**

**Indicator LaPAS PI Code: 10988**

**1. Type and Level:**

Type     Input  
Level    S

**2. Rationale:**

Provide number of criminal cards received manually

**3. Use:**

Identify need for personnel and equipment

**4. Clarity:**

Yes

**5. Validity, Reliability and Accuracy:**

No

**6. Data Source, Collection and Reporting:**

Source        Mail  
Collection    Daily  
Reporting     Monthly

**7. Calculation Methodology:**

Calculation    Numeric  
Methodology Manual Tally of Criminal Fingerprint Cards Received

**8. Scope:**

Total Received Statewide

**9. Caveats:**

None

**10. Responsible Person:**

Christine Langlois; Criminal Records Analyst 5, Criminal Records  
925-1737; clanglois@dps.state.la.us

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.9**

**Indicator Name: Number of criminal fingerprint cards processed**

**Indicator LaPAS PI Code: 10990**

**1. Type and Level:**

Type	Output
Level	S

**2. Rationale:**

Provide the number of criminal fingerprint cards processed manually.

**3. Use:**

Identify the need for personnel and equipment

**4. Clarity:**

Yes

**5. Validity, Reliability and Accuracy:**

No

**6. Data Source, Collection and Reporting:**

Source	Work Reports
Collection	Daily
Reporting	Monthly

**7. Calculation Methodology:**

Calculation	Numeric
Methodology	Manual tally of criminal cards processed

**8. Scope:**

Total Processed

**9. Caveats:**

None

**10. Responsible Person:**

Christine Langlois; Criminal Records Analyst 5, Criminal Records  
925-1737; clanglois@dps.state.la.us

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.9**

**Indicator Name: Number of expungements processed**

**Indicator LaPAS PI Code: 10992**

**1. Type and Level:**

Type	Output
Level	S

**2. Rationale:**

Provide the number of expungements processed

**3. Use:**

Identify the need for personnel and funding

**4. Clarity:**

Yes

**5. Validity, Reliability and Accuracy:**

No

**6. Data Source, Collection and Reporting:**

Source	Work Reports
Collection	Daily
Reporting	Monthly

**7. Calculation Methodology:**

Calculation	Numeric
Methodology	Manual Tally of Expungements Processed

**8. Scope:**

Total Processed

**9. Caveats:**

None

**10. Responsible Person:**

Christine Langlois; Criminal Records Analyst 5, Criminal Records  
925-1737; clanglois@dps.state.la.us



## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.9**

**Indicator Name: Number of arrest dispositions processed electronically**

**Indicator LaPAS PI Code: 14206**

**1. Type and Level:**

Type	Output
Level	S

**2. Rationale:**

Provide the number of dispositions electronically processed

**3. Use:**

To determine program enhancements and functionality as needed

**4. Clarity:**

Yes

**5. Validity, Reliability and Accuracy:**

No

**6. Data Source, Collection and Reporting:**

Source	Data Processing
Collection	Daily
Reporting	Monthly

**7. Calculation Methodology:**

Calculation	Numeric
Methodology	Electronic

**8. Scope:**

Total Processed

**9. Caveats:**

None

**10. Responsible Person:**

John Aranyosi; IMC Supervisor, Data Processing  
925-6546; jaranyosi@dps.state.la.us

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.9**

**Indicator Name: Number of arrest dispositions processed manually**

**Indicator LaPAS PI Code: 14208**

**1. Type and Level:**

Type	Output
Level	S

**2. Rationale:**

Provide the number of dispositions processed manually

**3. Use:**

Identify the need for personnel and funding

**4. Clarity:**

Yes

**5. Validity, Reliability and Accuracy:**

No

**6. Data Source, Collection and Reporting:**

Source	Work Reports
Collection	Daily
Reporting	Monthly

**7. Calculation Methodology:**

Calculation	Numeric
Methodology	Manual tally of arrests dispositions processed

**8. Scope:**

Total Processed

**9. Caveats:**

None

**10. Responsible Person:**

Christine Langlois; Criminal Records Analyst 5, Criminal Records  
925-1737; clanglois@dps.state.la.us

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.10**

**Indicator Name: Number of civil applicant requests received**

**Indicator LaPAS PI Code: 14215**

**1. Type and Level:**

Type	Output
Level	S

**2. Rationale:**

Provide the number of Civil Applicants received

**3. Use:**

To identify personnel and equipment needs

**4. Clarity:**

Yes

**5. Validity, Reliability and Accuracy:**

No

**6. Data Source, Collection and Reporting:**

Source	Mail & Electronically
Collection	Daily/Monthly
Reporting	Monthly

**7. Calculation Methodology:**

Calculation	Numeric
Methodology	Sum of cards received manually & electronically

**8. Scope:**

Statewide figures categorized by statute requirements

**9. Caveats:**

None

**10. Responsible Person:**

Christine Langlois; Criminal Records Analyst 5, Criminal Records  
925-1737; clanglois@dps.state.la.us

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.10**

**Indicator Name: Number of civil applicant requests processed**

**Indicator LaPAS PI Code: NEW**

**1. Type and Level:**

Type	Output
Level	S

**2. Rationale:**

Provide the number of Civil Applicant Requests processed

**3. Use:**

To identify personnel and equipment needs

**4. Clarity:**

Yes

**5. Validity, Reliability and Accuracy:**

No

**6. Data Source, Collection and Reporting:**

Source	Manual
Collection	Daily/Monthly
Reporting	Monthly

**7. Calculation Methodology:**

Calculation	Numeric
Methodology	Sum of applicants processed

**8. Scope:**

Tally of Applicant Cards processed from statewide agencies by statutory requirement

**9. Caveats:**

None

**10. Responsible Person:**

Christine Langlois; Criminal Records Analyst 5, Criminal Records  
925-1737; clanglois@dps.state.la.us

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.10**

**Indicator Name: Number of civil applicant requests processed (15 days or less)**

**Indicator LaPAS PI Code: 14216**

**1. Type and Level:**

Type	Output
Level	S

**2. Rationale:**

Provide the number of Civil Applicant Requests processed (15 days or less)

**3. Use:**

To identify personnel and equipment needs

**4. Clarity:**

Yes

**5. Validity, Reliability and Accuracy:**

No

**6. Data Source, Collection and Reporting:**

Source	Manual
Collection	Daily/Monthly
Reporting	Monthly

**7. Calculation Methodology:**

Calculation	Numeric
Methodology	Sum of Applicant Requests processed in 15 days or less

**8. Scope:**

Statistics for applicant cards processed in 15 days or less

**9. Caveats:**

None

**10. Responsible Person:**

Christine Langlois; Criminal Records Analyst 5, Criminal Records  
925-1737; clanglois@dps.state.la.us

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.10**

**Indicator Name: Percentage of requests processed within 15 days**

**Indicator LaPAS PI Code: NEW**

**1. Type and Level:**

Type	Outcome
Level	S

**2. Rationale:**

Provide the percentage of applicants processed within 15 days

**3. Use:**

To identify personnel & equipment needs

**4. Clarity:**

Yes

**5. Validity, Reliability and Accuracy:**

No

**6. Data Source, Collection and Reporting:**

Source	Mail/Electronically
Collection	Daily/Monthly
Reporting	Monthly

**7. Calculation Methodology:**

Calculation Numeric

Methodology Total number of applicants received, divided by the number processed within 15 days

**8. Scope:**

Provides percentage of applicant requests processed within 15 days

**9. Caveats:**

None

**10. Responsible Person:**

Christine Langlois; Criminal Records Analyst 5, Criminal Records  
925-1737; clanglois@dps.state.la.us

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.11**

**Indicator Name: Number of certified users**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Input
Level	G

**2. Rationale:**

To ensure that all system users are trained.

**3. Use:**

Internal management

**4. Clarity:**

Yes

**5. Validity, Reliability and Accuracy:**

No

**6. Data Source, Collection and Reporting:**

Source	LLETS Database
Collection	Quarterly
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Manual calculation
Methodology	manual calculation

**8. Scope:**

Aggregated

**9. Caveats:**

The weakness for this indicator is that it requires manual calculation, consuming limited employee resources.

**10. Responsible Person:**

Data Collection: Kimberly Pierce SP Comm Specialist III can be contacted at 225-925-6325 or at fax number 225-925-6290 or by email at [kmperce@dps.state.la.us](mailto:kmperce@dps.state.la.us)  
Data Analysis to be done by Myrtis Duhe, SP Comm Supervisor III . Contact at 225-925-6325, fax 225-925-6290 or by email at [mduhe@dps.state.la.us](mailto:mduhe@dps.state.la.us)

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.11**

**Indicator Name: Number of agency audits required**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type     Input  
Level    G

**2. Rationale:**

Caluclating the number of audits required

**3. Use:**

Internal Management

**4. Clarity:**

Yes

**5. Validity, Reliability and Accuracy:**

No

**6. Data Source, Collection and Reporting:**

Source        LLETS Database  
Collection    Monthly  
Reporting    Quarterly

**7. Calculation Methodology:**

Calculation   Manual Calculation  
Methodology   Manual Calculation

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Myrtis Duhe , State Police Comm. Supv III at 225-925-6325, fax 225-925-6290 or email at mduhe@dps.state.ls.us



## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.11**

**Indicator Name: Number of agencies audited**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

Determining the number of existing agencies and the frequency at which they must be audited to maintain compliance.

**3. Use:**

Internal Management

**4. Clarity:**

Yes

**5. Validity, Reliability and Accuracy:**

No

**6. Data Source, Collection and Reporting:**

Source	LLETS Database
Collection	Monthly
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Manual calculation
Methodology	manual calculation

**8. Scope:**

Aggregate

**9. Caveats:**

The use of manual calculation is manpower intensive and the validity of the data must be calculated often to reflect current figures.

**10. Responsible Person:**

Myrtis Duhe, State Police Comm Supv III at 225-925-6325, fax 225-925-6290 or email at mduhe@dps.state.la.us

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.11**

**Indicator Name: Number of users denied access**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

To ensure that persons not meeting access criteria are not allowed system access.

**3. Use:**

Internal Management

**4. Clarity:**

Yes

**5. Validity, Reliability and Accuracy:**

No

**6. Data Source, Collection and Reporting:**

Source	Agency File and section letter log
Collection	Quarterly
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	manual calculation
Methodology	manual calculation

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Lawanda Webster, SP Comm Supv II at 225-925-6325, fax 225-925-6290 or email at lwebster@dps.state.la.us

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.11**

**Indicator Name: Number of audit violations**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

Determining the number of audit violations directly related to quality control and data integrity.

**3. Use:**

Internal Management

**4. Clarity:**

Yes

**5. Validity, Reliability and Accuracy:**

No

**6. Data Source, Collection and Reporting:**

Source	User agency files and internal log.
Collection	Quarterly
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	manual calculation
Methodology	manual calculation

**8. Scope:**

Aggregate

**9. Caveats:**

The use of manual calculation is manpower intensive and the validity of the data must be calculated often to reflect current figures.

**10. Responsible Person:**

Telecommunications auditors Karen Aulds and Sherrie Tucker at 225-925-6325, fax 225-925-6290 or email at kaulds@dps.state.la.us or stucker@dps.state.la.us

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.12**

**Indicator Name: Total number of applications received**

**Indicator LaPAS PI Code: 13576**

**1. Type and Level:**

Type	Input
Level	G

**2. Rationale:**

To measure the number of applications received.

**3. Use:**

Determine resources necessary to fulfill operating procedures.

**4. Clarity:**

Yes

**5. Validity, Reliability and Accuracy:**

Have not been audited.

**6. Data Source, Collection and Reporting:**

Source	Internal computer database
Collection	Daily
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	None
Methodology	Count

**8. Scope:**

Aggregated

**9. Caveats:**

None

**10. Responsible Person:**

Sgt. Kenneth Martin, Unit Manager

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.12**

**Indicator Name: Total number of applications for renewal received**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Input
Level	G

**2. Rationale:**

To measure the number of renewal applications received.

**3. Use:**

Determine resources necessary to fulfill operating procedures.

**4. Clarity:**

Yes.

**5. Validity, Reliability and Accuracy:**

Have not been audited.

**6. Data Source, Collection and Reporting:**

Source	Internal computer database
Collection	Daily
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	None
Methodology	Count

**8. Scope:**

Aggregated

**9. Caveats:**

None

**10. Responsible Person:**

Sgt. Kenneth Martin, Unit Manager

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.12**

**Indicator Name: Number of permits issued**

**Indicator LaPAS PI Code: 13577**

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

To measure the number of permits issued.

**3. Use:**

Determine resources necessary to fulfill operating procedures.

**4. Clarity:**

Yes

**5. Validity, Reliability and Accuracy:**

Have not been audited.

**6. Data Source, Collection and Reporting:**

Source	Internal computer database
Collection	Daily
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	None
Methodology	Count

**8. Scope:**

Disaggregated

**9. Caveats:**

None

**10. Responsible Person:**

Sgt. Kenneth Martin, Unit Manager

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.12**

**Indicator Name: Number of permits denied**

**Indicator LaPAS PI Code: 13578**

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

To measure the number of permits denied.

**3. Use:**

To accurately report the number of applicants who do not meet qualification requirements.

**4. Clarity:**

Yes

**5. Validity, Reliability and Accuracy:**

Have not been audited

**6. Data Source, Collection and Reporting:**

Source	Internal computer database
Collection	Daily
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	None
Methodology	Count

**8. Scope:**

Disaggregated

**9. Caveats:**

None

**10. Responsible Person:**

Sgt. Kenneth Martin, Unit Manager

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.12**

**Indicator Name: Number of permits suspended**

**Indicator LaPAS PI Code: 13580**

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

To measure the number of permits suspended.

**3. Use:**

To accurately report the number of applicants who do not meet qualification requirements.

**4. Clarity:**

Yes.

**5. Validity, Reliability and Accuracy:**

Have not been audited.

**6. Data Source, Collection and Reporting:**

Source	Internal computer database
Collection	Daily
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	None
Methodology	Count

**8. Scope:**

Disaggregated

**9. Caveats:**

None

**10. Responsible Person:**

Sgt. Kenneth Martin, Unit Manager



## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.12**

**Indicator Name: Number of permits revoked**

**Indicator LaPAS PI Code: 13579**

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

To measure the number of permits revoked.

**3. Use:**

To accurately report the number of applicants who do not meet qualification requirements.

**4. Clarity:**

Yes

**5. Validity, Reliability and Accuracy:**

Have not been audited.

**6. Data Source, Collection and Reporting:**

Source	Internal computer database
Collection	Daily
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	None
Methodology	Count

**8. Scope:**

Disaggregated

**9. Caveats:**

None

**10. Responsible Person:**

Sgt. Kenneth Martin, Unit Manager

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.12**

**Indicator Name: Number of permits renewed**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

To measure the number of permits renewed.

**3. Use:**

Determine resources necessary to fulfill operating procedure

**4. Clarity:**

Yes

**5. Validity, Reliability and Accuracy:**

Have not been audited.

**6. Data Source, Collection and Reporting:**

Source	Internal computer database
Collection	Daily
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	None
Methodology	Count

**8. Scope:**

Disaggregated

**9. Caveats:**

None

**10. Responsible Person:**

Sgt. Kenneth Martin, Unit Manager

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Operational Support

**Objective:** I.13

**Indicator Name:** Number of work orders opened

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type     Input  
Level    K

**2. Rationale:**

Determine number of repair or service jobs requested.

**3. Use:**

Assessing personnel and equipment needs.

**4. Clarity:**

None

**5. Validity, Reliability and Accuracy:**

Not audited. Indicator will be captured in fleet management software database. Source is reliable based on information entered.

**6. Data Source, Collection and Reporting:**

Source	Internal database in fleet system
Collection	Real time as work orders are opened
Reporting	Prepared and evaluated monthly

**7. Calculation Methodology:**

Calculation	Standard
Methodology	Numerically

**8. Scope:**

Aggregate

**9. Caveats:**

None

**10. Responsible Person:**

Fleet Operations

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.13**

**Indicator Name: Number of work orders closed**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Output
Level	K

**2. Rationale:**

Determine number of repair or service jobs completed

**3. Use:**

Assessing personnel and equipment needs

**4. Clarity:**

None

**5. Validity, Reliability and Accuracy:**

Not audited. Indicator will be captured in fleet management software database.  
Source reliable based on information entered.

**6. Data Source, Collection and Reporting:**

Source	Internal database in fleet system
Collection	Real time as work orders are closed
Reporting	Prepared and evaluated monthly

**7. Calculation Methodology:**

Calculation	Standard
Methodology	Numerically

**8. Scope:**

Aggregate

**9. Caveats:**

None

**10. Responsible Person:**

Fleet Operations

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.13**

**Indicator Name: Number of labor hours**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type     Output  
Level    K

**2. Rationale:**

Determine total number of labor hours required for repairs and service

**3. Use:**

Assessing personnel and equipment needs

**4. Clarity:**

None

**5. Validity, Reliability and Accuracy:**

Not audited. Indicator will be captured in fleet management software database.  
Source is reliable based on information entered.

**6. Data Source, Collection and Reporting:**

Source	Internal database in fleet system
Collection	Real time as work orders are completed
Reporting	Prepared and evaluated monthly

**7. Calculation Methodology:**

Calculation    Standard  
Methodology Numerically

**8. Scope:**

Aggregate

**9. Caveats:**

None

**10. Responsible Person:**

Fleet Operations

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.13**

**Indicator Name: Percentage reductions in time vehicles are out of service due to maintenance**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Outcome
Level	K

**2. Rationale:**

Measure improvement in fleet management

**3. Use:**

Assessing personnel and equipment needs

**4. Clarity:**

None

**5. Validity, Reliability and Accuracy:**

Not audited. Indicator will be captured in fleet management database. Source is reliable based on information entered.

**6. Data Source, Collection and Reporting:**

Source	Internal database in fleet system
Collection	Daily
Reporting	Prepared and evaluated monthly

**7. Calculation Methodology:**

Calculation	Standard
Methodology	Numerically

**8. Scope:**

Aggregate

**9. Caveats:**

None

**10. Responsible Person:**

Fleet Operations

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.13**

**Indicator Name: Average time vehicles are out of service due to maintenance**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Outcome
Level	K

**2. Rationale:**

Determine average time vehicles are not available due to maintenance

**3. Use:**

Assessing personnel and equipment needs.

**4. Clarity:**

None

**5. Validity, Reliability and Accuracy:**

Not audited. Indicator will be captured in fleet management software database.  
Source is reliable based on information entered.

**6. Data Source, Collection and Reporting:**

Source	Internal database in fleet system
Collection	Daily
Reporting	Prepared and evaluated monthly

**7. Calculation Methodology:**

Calculation	Standard
Methodology	Numerical

**8. Scope:**

Aggregate

**9. Caveats:**

None

**10. Responsible Person:**

Fleet Operations

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: I.13**

**Indicator Name: Average number of labor hours per work order**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type     Efficiency  
Level    K

**2. Rationale:**

Determine a measure of efficiency for completing repair and service jobs

**3. Use:**

Assessing personnel and equipment needs

**4. Clarity:**

None

**5. Validity, Reliability and Accuracy:**

Not audited. Indicator will be captured in fleet management software database.  
Source is reliable based on information entered.

**6. Data Source, Collection and Reporting:**

Source        Internal database in fleet system  
Collection    Real time as work orders are completed  
Reporting     Prepared and evaluated monthly

**7. Calculation Methodology:**

Calculation   Standard  
Methodology Numerically

**8. Scope:**

Aggregate

**9. Caveats:**

None

**10. Responsible Person:**

Fleet Operations



## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: II.1**

**Indicator Name: Number of presentations conducted**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Input
Level	S

**2. Rationale:**

Measures the number of individuals presented safety and educational information by State Police personnel

**3. Use:**

Allows management the ability to determine the optimum number of meetings and forums which can be offered per fiscal year

**4. Clarity:**

Not applicable

**5. Validity, Reliability and Accuracy:**

Source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Office of State Police, Operational Development, Public Affairs Unit
Collection	Quarterly
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Standard
Methodology	Numeric tally

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Lt. William Davis, Office of State Police, Operational Development, Public Affairs Unit Supervisor, phone number 225-925-6202, fax number 225-925-3717.

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: II.1**

**Indicator Name: Number of people attending meetings and forums**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type     Input  
Level    S

**2. Rationale:**

Measures the number of people who attend safety forums and meetings conducted by State Police personnel

**3. Use:**

Allows management the ability to determine the optimum number of persons which can be offered safety related courses per fiscal year

**4. Clarity:**

Not applicable

**5. Validity, Reliability and Accuracy:**

Source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source        Office of State Police, Operational Development, Public Affairs Unit  
Collection    Quarterly  
Reporting    Quarterly

**7. Calculation Methodology:**

Calculation   Standard  
Methodology   Numeric tally

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Lt. William Davis, Office of State Police, Operational Development, Public Affairs Unit Supervisor, phone number 225-925-6202, fax number 225-925-3717.

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: II.1**

**Indicator Name: Percent increase in people attending meetings and forums**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Outcome
Level	K

**2. Rationale:**

Measures the percent increase

**3. Use:**

Allows management to determine the measure of effectiveness of public information programs

**4. Clarity:**

Not applicable

**5. Validity, Reliability and Accuracy:**

Source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Office of State Police, Operational Development, Public Affairs Unit
Collection	Quarterly
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Standard
Methodology	Numeric tally

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Lt. William Davis, Office of State Police, Operational Development, Public Affairs Unit Supervisor, phone number 225-925-6202, fax number 225-925-3717.

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: II.2**

**Indicator Name: Number of sex offender registrations processed per year**

**Indicator LaPAS PI Code: NEW**

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

Mandated by Statute

**3. Use:**

Provides determination for resource management

**4. Clarity:**

Yes

**5. Validity, Reliability and Accuracy:**

No

**6. Data Source, Collection and Reporting:**

Source	Systematically
Collection	from Registry
Reporting	Monthly

**7. Calculation Methodology:**

Calculation	Numeric
Methodology	Tally

**8. Scope:**

Statewide with disaggregate capabilities

**9. Caveats:**

None

**10. Responsible Person:**

Pamela Meyers; Criminal Records Analyst 5, Criminal Records  
925-6093; pmeyers@dps.state.la.us

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Operational Support Program

**Objective:** II.2

**Indicator Name:** Number of address verifications initiated per year

**Indicator LaPAS PI Code:** NEW

**1. Type and Level:**

Type     Output  
Level    G

**2. Rationale:**

Mandated by Statute

**3. Use:**

Provides determination for resource management

**4. Clarity:**

Yes

**5. Validity, Reliability and Accuracy:**

No

**6. Data Source, Collection and Reporting:**

Source         Systematically  
Collection     from Registry  
Reporting     Monthly

**7. Calculation Methodology:**

Calculation   Numeric  
Methodology   Tally

**8. Scope:**

Statewide with disaggregate capabilities

**9. Caveats:**

None

**10. Responsible Person:**

Pamela Meyers; Criminal Records Analyst 5, Criminal Records  
925-6093; pmeyers@dps.state.la.us

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Operational Support Program

**Objective:** II.2

**Indicator Name:** Number of notifications of Convicted Child Predators and Sex Offenders

**Indicator LaPAS PI Code:** NEW

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

Mandated by Statute

**3. Use:**

Provides determination for resource management

**4. Clarity:**

Yes

**5. Validity, Reliability and Accuracy:**

No

**6. Data Source, Collection and Reporting:**

Source	Systematically
Collection	from Registry
Reporting	Monthly

**7. Calculation Methodology:**

Calculation	Numeric
Methodology	Tally

**8. Scope:**

Statewide with disaggregate capabilities

**9. Caveats:**

None

**10. Responsible Person:**

Pamela Meyers; Criminal Records Analyst 5, Criminal Records  
925-6093; pmeyers@dps.state.la.us

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: III.2**

**Indicator Name: Amount of alternate funding secured**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Input
Level	G

**2. Rationale:**

Measures ability of State Police to secure funding from outside of state government

**3. Use:**

Allows management to determine focus of funding secured and strengths and weaknesses of research and application process.

**4. Clarity:**

Not applicable

**5. Validity, Reliability and Accuracy:**

Source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Office of State Police, Operational Development Section, Planning Unit
Collection	Annually
Reporting	Annually

**7. Calculation Methodology:**

Calculation	Standard Calculation
Methodology	Numeric tally

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Mr. James Dickerson, Office of State Police, Operational Development Section, Planning Unit, Grants Reviewer, phone number 225-925-6186, fax number 225-925-3717.

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: III.2**

**Indicator Name: Number of funding applications submitted**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Input
Level	G

**2. Rationale:**

Measures number of attempts made to secure alternate funding

**3. Use:**

Assists in determining strengths and weaknesses of applications submitted

**4. Clarity:**

Not applicable

**5. Validity, Reliability and Accuracy:**

Source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Office of State Police, Operational Development Section, Planning Unit
Collection	Annually
Reporting	Annually

**7. Calculation Methodology:**

Calculation	Standard calculation
Methodology	Numeric tally

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Mr. James Dickerson, Office of State Police, Operational Development Section, Planning Unit, Grants Reviewer, phone number 225-925-6186, fax number 225-925-3717.



## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: III.2**

**Indicator Name: Number of successfully written grants**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

Measures ability of State Police to secure funding from outside of state government

**3. Use:**

Allows management to study process that resulted in grants awards

**4. Clarity:**

Not applicable

**5. Validity, Reliability and Accuracy:**

Source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Office of State Police, Operational Development Section, Planning Unit
Collection	Annually
Reporting	Annually

**7. Calculation Methodology:**

Calculation	Standard
Methodology	Numeric tally

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Mr. James Dickerson, Office of State Police, Operational Development Section, Planning Unit, Grants Reviewer, phone number 225-925-6186, fax number 225-925-3717.

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: III.2**

**Indicator Name: Number of grants terminated successfully**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

Measures proper execution and monitoring of grants

**3. Use:**

Allows management to determine if grants are being executed and monitored correctly.

**4. Clarity:**

Not applicable.

**5. Validity, Reliability and Accuracy:**

Source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Office of State Police, Operational Development, Planning Unit
Collection	Annually
Reporting	Annually

**7. Calculation Methodology:**

Calculation	Standard
Methodology	Numeric tally

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Mr. James Dickerson, Office of State Police, Operational Development Section, Planning Unit, Grants Reviewer, phone number 225-925-6186, fax number 225-925-3717.

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: III.2**

**Indicator Name: Percentage of successfully terminated grants**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Outcome
Level	G

**2. Rationale:**

Measures the percentage of successfully terminated grants as a part of all grants awarded.

**3. Use:**

Method of determining grant process accuracy and success.

**4. Clarity:**

Not applicable

**5. Validity, Reliability and Accuracy:**

Source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Office of State Police, Operational Development Section, Planning Unit
Collection	Annually
Reporting	Annually

**7. Calculation Methodology:**

Calculation	Standard
Methodology	Numeric tally

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Mr. James Dickerson, Office of State Police, Operational Development Section, Planning Unit, Grants Reviewer, phone number 225-925-6186, fax number 225-925-3717.

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support Program**

**Objective: III.3**

**Indicator Name: Amount of alternate funding received**

**Indicator LaPAS PI Code: NEW**

**1. Type and Level:**

Type     Input  
Level    G

**2. Rationale:**

To measure funding for future resource needs

**3. Use:**

To provide funding to create, design and implement programs and systems

**4. Clarity:**

Yes

**5. Validity, Reliability and Accuracy:**

No

**6. Data Source, Collection and Reporting:**

Source	Count total monies collected
Collection	At point of award
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation    N/A  
Methodology   N/A

**8. Scope:**

Aggregated

**9. Caveats:**

None

**10. Responsible Person:**

Lieutenant Jerry Patrick, Director, Criminal Records  
925-6095; jpatrick@dps.state.la.us

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: IV.1**

**Indicator Name: Number of recruiting contacts**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Input
Level	G

**2. Rationale:**

As an indicator of the ability to contact possible applicants

**3. Use:**

It will allow the Department to determine if it is making the contacts necessary improve the quality and quantity of the applicant pool

**4. Clarity:**

Not applicable

**5. Validity, Reliability and Accuracy:**

Source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Recruiting contact sheets
Collection	Quarterly
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Standard
Methodology	Numerical tally

**8. Scope:**

Aggregate

**9. Caveats:**

The resources allocated for recruiting contacts

**10. Responsible Person:**

Tina Boudreaux, State Police Human Resources and Equal Opportunity Commission (EEOC), phone number 225-925-6067, fax number 225-925-3970.

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: IV.1**

**Indicator Name: Number of minority recruiting contacts**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Input
Level	G

**2. Rationale:**

As an indicator of the diversity of the Department's applicant pool.

**3. Use:**

It will allow the Department to determine if the diversity of the applicant pool is improving.

**4. Clarity:**

Not applicable

**5. Validity, Reliability and Accuracy:**

Source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Recruiting contact sheets
Collection	Quarterly
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Standard
Methodology	Numeric tally

**8. Scope:**

Aggregate

**9. Caveats:**

The resources allocated to contact minority applicants

**10. Responsible Person:**

Tina Boudreaux, State Police Human Resources and Equal Opportunity Commission (EEOC), phone number 225-925-6067, fax number 225-925-3970.

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: IV.1**

**Indicator Name: Percent increase in minority recruiting contacts**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

As an indicator of the diversity of the Department's workforce

**3. Use:**

It will allow the Department to determine if it is improving the diversity of the workforce.

**4. Clarity:**

Not applicable

**5. Validity, Reliability and Accuracy:**

Source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Human Resources records, recruiting contact sheets
Collection	Quarterly
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Standard
Methodology	Numeric tally

**8. Scope:**

Aggregate

**9. Caveats:**

The resources allocated to contact minority applicants

**10. Responsible Person:**

Tina Boudreaux, State Police Human Resources and Equal Opportunity Commission (EEOC), phone number 225-925-6067, fax number 225-925-3970.

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: IV.1**

**Indicator Name: Attrition rate**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

Attrition rate will determine the number of qualified applicants and hirees necessary to complete required Table of Organization

**3. Use:**

Will assist in determining the number of personnel needed to maintain needed Table of Organization.

**4. Clarity:**

Not applicable

**5. Validity, Reliability and Accuracy:**

Source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Human Resources
Collection	Quarterly
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Standard
Methodology	Numeric tally

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Tina Boudreaux, State Police Human Resources, phone number 225-925-6067, fax number 225-925-3970.



## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: IV.1**

**Indicator Name: Percentage of minority contacts**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

As an indicator of the diversity of the Department's possible applicants.

**3. Use:**

It will allow the Department to determine if it is making the contacts necessary to improve the diversity of the workforce.

**4. Clarity:**

Not applicable

**5. Validity, Reliability and Accuracy:**

Source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Office of State Police, Operational Development Section, Recruiting Unit
Collection	Annually
Reporting	Annually

**7. Calculation Methodology:**

Calculation	Not applicable
Methodology	Numeric tally

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Sgt. Charron Leachman, Office of State Police, Operational Development Section, Recruiting Unit Supervisor, phone number 225-925-6883

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support**

**Objective: IV.1**

**Indicator Name: Number of minorities hired**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Outcome
Level	G

**2. Rationale:**

As an indicator of the diversity of the Department's workforce.

**3. Use:**

It will allow the Department to determine if it is improving the diversity of the workforce

**4. Clarity:**

Not applicable

**5. Validity, Reliability and Accuracy:**

Source is reliable and accurate with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	State Police Human Resources
Collection	Annually
Reporting	Annually

**7. Calculation Methodology:**

Calculation	Not applicable
Methodology	Numeric tally

**8. Scope:**

Aggregate

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Sgt. Charron Leachman, Office of State Police, Operational Development Section,  
Recruiting Unit Supervisor, phone number 225-925-6883

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support Services**

**Objective: V.1**

**Indicator Name: Number of DPS Police/Communications Officers**

**Indicator LaPAS PI Code: 10838**

**1. Type and Level:**

Type	Input
Level	G

**2. Rationale:**

To ensure an adequate number of DPS Police officers are assigned to the Capital Detail

**3. Use:**

To evaluate the manpower resources required to maintain the unit and the overall productivity of the unit

**4. Clarity:**

Upon Demand - Fiscal Year

**5. Validity, Reliability and Accuracy:**

Source is reliable with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	State Police Human Resources
Collection	Annually
Reporting	Annually

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	N/A

**8. Scope:**

Aggregate

**9. Caveats:**

No

**10. Responsible Person:**

DPS Police Capital Detail Executive Officer

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support Services**

**Objective: V.1**

**Indicator Name: Number of vehicle miles patrolled**

**Indicator LaPAS PI Code: 10846**

**1. Type and Level:**

Type	Output
Level	K

**2. Rationale:**

To verify DPS Police maintains a diligent patrol that is highly visible

**3. Use:**

To evaluate the overall productivity of the unit

**4. Clarity:**

N/A

**5. Validity, Reliability and Accuracy:**

Source is reliable with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Daily Activity Reports
Collection	Daily
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	N/A

**8. Scope:**

Aggregate

**9. Caveats:**

No

**10. Responsible Person:**

DPS Police Capital Detail Executive Officer

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support Services**

**Objective: V.1**

**Indicator Name: Number of non-vehicle hours patrolled**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Output
Level	K

**2. Rationale:**

To verify DPS Police maintains a diligent patrol with high visibility

**3. Use:**

To evaluate the overall productivity of the unit

**4. Clarity:**

N/A

**5. Validity, Reliability and Accuracy:**

Source is reliable with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Daily Activity Reports
Collection	Daily
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	N/A

**8. Scope:**

Aggregate

**9. Caveats:**

N/A

**10. Responsible Person:**

DPS Police Capital Detail Executive Officer

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support Services**

**Objective: V.1**

**Indicator Name: Number of public assists**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

Measure the total number of public assists by DPS Police Capital Detail personnel

**3. Use:**

To determine increase or decrease in unit personnel activity and efficiency

**4. Clarity:**

N/A

**5. Validity, Reliability and Accuracy:**

Source is reliable with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Daily Activity Reports
Collection	Daily
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	N/A

**8. Scope:**

Aggregate

**9. Caveats:**

N/A

**10. Responsible Person:**

DPS Police Capital Detail Executive Officer

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support Services**

**Objective: V.1**

**Indicator Name: Number of safety seminars conducted**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

To measure the number of public forums conducted by DPS Police personnel

**3. Use:**

Allows management the ability to determine the optimum number of public forums which can be afforded per fiscal year to improve the public's awareness of DPS Police activities and acknowledge public needs.

**4. Clarity:**

N/A

**5. Validity, Reliability and Accuracy:**

Source is reliable with no hidden agenda

**6. Data Source, Collection and Reporting:**

Source	Daily activity report
Collection	Monthly
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	N/A

**8. Scope:**

Aggregate

**9. Caveats:**

N/A

**10. Responsible Person:**

DPS Police Capital Detail Executive Officer

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Operational Support Services**

**Objective: V.2**

**Indicator Name: Number of miles patrolled/traveled.**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type     Input  
Level    K

**2. Rationale:**

To verify DPS Police, Physical Security - JESTC maintains a diligent patrol that is highly visible.

**3. Use:**

To evaluate the overall productivity of the unit.

**4. Clarity:**

Department of Public Safety Police (DPS Police)

**5. Validity, Reliability and Accuracy:**

Source is valid with no hidden agenda.

**6. Data Source, Collection and Reporting:**

Source        No  
Collection    Monthly computation from officer's daily activity reports.  
Reporting     Quarterly

**7. Calculation Methodology:**

Calculation   Numeric tally  
Methodology   N/A

**8. Scope:**

Aggregate

**9. Caveats:**

N/A

**10. Responsible Person:**

DPS Police, Physical Security - JESTC, Executive Officer



## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: State Police Gaming Enforcement Program**

**Objective: I.1**

**Indicator Name: Number of casino gaming criminal investigations conducted**

**Indicator LaPAS PI Code: 14237**

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

To measures the number of criminal investigations conducted.

**3. Use:**

For internal Division management purposes.

**4. Clarity:**

Performance indicator clearly defines and identifies what is being measured.

**5. Validity, Reliability and Accuracy:**

Reports are maintained by the Division's internal reporting procedures. All investigations are documented by Significant Action Reporting requirements and procedures, as well as from the incident tracking data base system.

**6. Data Source, Collection and Reporting:**

Source All criminal investigations are issued an Incident CGD Number. Investigations are documented by Significant Action Reports and incident tracking reports.

Collection Criminal case reports are completed and filed upon completion of the criminal investigation.

Reporting In addition, Significant Action Report numbers are issued on a daily basis and are cross referenced with Incident Numbers and logged on the Significant Action Report log.

**7. Calculation Methodology:**

Calculation	Numeric
Methodology	N/A

**8. Scope:**

Indicators are collected statewide, however internal procedures provide the capability of breaking down indicators by region, office, location, investigator, etc.

**9. Caveats:**

Not applicable.

**10. Responsible Person:**

Casino Gaming Division's Administrative Lieutenant - Lt. Rhett Trahan  
Telephone No. 225-922-0588 Fax# 225-925-4822

Pamela Daigle - Administration Specialist 1 - Casino Gaming Division Admin.  
Telephone No. 225-922-2706 Fax# 225-925-4822

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: State Police Gaming Enforcement Program**

**Objective: I.1**

**Indicator Name: Number of casino gaming enforcement inspections conducted**

**Indicator LaPAS PI Code: 2150**

**1. Type and Level:**

Type	Output
Level	K

**2. Rationale:**

Measures the number of casino inspections conducted.

**3. Use:**

For budget and internal Division management purposes.

**4. Clarity:**

Performance indicator clearly defines and identifies what is being measured.

**5. Validity, Reliability and Accuracy:**

Reports are maintained by the Division's internal reporting procedures. All inspections are documented by Significant Action Reporting requirements and procedures.

**6. Data Source, Collection and Reporting:**

Source	Inspections are documented by Significant Action Reports.
Collection	Significant Action Reports are submitted on a daily basis or on completion of an inspection.
Reporting	Significant Action Report numbers are issued on a daily basis and are documented on a Significant Action report.

**7. Calculation Methodology:**

Calculation	Numeric
Methodology	N/A

**8. Scope:**

Indicators are collected statewide, however internal procedures provide the capability to break down performance indicators by region, office, location, investigator, etc.

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Casino Gaming Division's Administrative Lieutenant - Lt. Rhett Trahan  
Telephone No. 225-922-0588      Fax# 225-925-4822

Pamela Daigle - Administration Specialist 1 - Casino Gaming Division Admin.  
Telephone No. 225-922-2706      Fax# 225-925-4822

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: State Police Gaming Enforcement Program**

**Objective: I.1**

**Indicator Name: Number of casino gaming audit inspections conducted**

**Indicator LaPAS PI Code: 14238**

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

Measures the number of audit inspections conducted pursuant to an approved audit plan and audit program.

**3. Use:**

indicator is not a management decision-making tool, but is used for performance-based budgeting.

**4. Clarity:**

N.A

**5. Validity, Reliability and Accuracy:**

Indicator not audited by Legislative Auditor. Numeric calculation of log verified for accuracy by Audit Manager.

**6. Data Source, Collection and Reporting:**

Source	Internal log
Collection	Collection monthly
Reporting	According to audit program schedule

**7. Calculation Methodology:**

Calculation	Quarterly count
Methodology	Numeric count

**8. Scope:**

Statewide; can be indicated by property or area.

**9. Caveats:**

Inspections can be originated in one quarter and completed in the next one.  
Duplication of count is prevented by using an approval date for inclusion in quarterly counts.

**10. Responsible Person:**

Office of State Police Staff specifically the Gaming Audit Section; Jeff Traylor, Audit Manager, 225-922-2534 or 505-838-5660; Jennifer Tam, Audit Manager, 337-491-2858.

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: State Police Gaming Enforcement Program**

**Objective: I.1**

**Indicator Name: Number of casino gaming background investigations conducted.**

**Indicator LaPAS PI Code: 14240**

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

To measures the number of background investigations conducted.

**3. Use:**

For internal Division management purposes.

**4. Clarity:**

Performance indicator clearly defines and identifies what is being measured.

**5. Validity, Reliability and Accuracy:**

Reports are maintained by the Division's internal reporting procedures. All investigations are documented by Significant Action Reporting requirements and procedures.

**6. Data Source, Collection and Reporting:**

Source	Background investigations are completed and Suitability numbers issued. Investigations are also documented by Significant Action Reports.
Collection	Investigations are submitted at time of completion.
Reporting	Significant Action Report numbers and Suitability Numbers are issued and maintained on Division internal logs.

**7. Calculation Methodology:**

Calculation	Numeric
Methodology	N/A

**8. Scope:**

Indicators are collected statewide, however internal procedures provide the capability of a break down of indicators by region, office, location, investigator, etc.

**9. Caveats:**

Not applicable.

**10. Responsible Person:**

Casino Gaming Division's Administrative Lieutenant - Lt. Rhett Trahan	
Telephone No. 225-922-0588	Fax# 225-925-4822
Pamela Daigle - Administration Specialist 1 - Casino Gaming Division Admin.	
Telephone No. 225-922-2706	Fax# 225-925-4822

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: State Police Gaming Enforcement Program**

**Objective: I.1**

**Indicator Name: Number of casino gaming permits/certifications issued**

**Indicator LaPAS PI Code: 14241**

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

To measures the number of issued permits/certifications from the Division.

**3. Use:**

For internal Division management purposes.

**4. Clarity:**

Indicator clearly defines and identifies what is being measured.

**5. Validity, Reliability and Accuracy:**

Reports are maintained by the Division's internal reporting procedures and by the departments main computer data base MAPPER system.

**6. Data Source, Collection and Reporting:**

Source All issued permits/certifications are documented thru the Department's main computer data base system MAPPER.

Collection Reports are generated by the main computer data base, using time period parameters

Reporting Reports are submitted on a monthly application processing report.

**7. Calculation Methodology:**

Calculation	Numeric
Methodology	

**8. Scope:**

Indicators are collected statewide, however, internal procedures provide the capability of a break down of numbers by region, office, location, agent, etc.

**9. Caveats:**

Not applicable

**10. Responsible Person:**

Casino Gaming Division's Administrative Lieutenant - Lt. Rhett Trahan

Telephone No. 225-922-0588 Fax# 225-925-4822

Pamela Daigle - Administration Specialist 1 - Casino Gaming Division Admin.

Telephone No. 225-922-2706 Fax# 225-925-4822

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: State Police Gaming Enforcement Program**

**Objective: I.1**

**Indicator Name: Number of casino gaming non-key employee initial applications processed.**

**Indicator LaPAS PI Code: 13694**

**1. Type and Level:**

Type	Output
Level	S

**2. Rationale:**

To measures the number of non-key employee initial applications processed by the Division.

**3. Use:**

For internal Division management purposes.

**4. Clarity:**

Indicator clearly defines and identifies what is being measured.

**5. Validity, Reliability and Accuracy:**

Reports are maintained by the Division's internal reporting procedures and by the departments main computer data base system MAPPER.

**6. Data Source, Collection and Reporting:**

Source All non-key initial applications processed are documented thru the Department's main computer data base system MAPPER.

Collection Reports are generated by the main computer data base system.

Reporting Reports are submitted on a monthly application processing report.

**7. Calculation Methodology:**

Calculation Numeric

Methodology N/A

**8. Scope:**

Indicators are collected statewide, however, internal procedures provide the capability of a break down of numbers by region, office, location, agent, etc.

**9. Caveats:**

Not applicable.

**10. Responsible Person:**

Casino Gaming Division's Administrative Lieutenant - Lt. Rhett Trahan

Telephone No. 225-922-0588 Fax# 225-925-4822

Pamela Daigle - Administration Specialist 1 - Casino Gaming Division Admin.

Telephone No. 225-922-2706 Fax# 225-925-4822

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: State Police Gaming Enforcement Program**

**Objective: I.1**

**Indicator Name: Number of casino gaming non-key employee renewal applications processed.**

**Indicator LaPAS PI Code: 13695**

**1. Type and Level:**

Type	Output
Level	S

**2. Rationale:**

To measure the number of non-key employee renewal applications processed by the Division.

**3. Use:**

For internal Division management purposes.

**4. Clarity:**

Indicator clearly defines and identifies what is being measured.

**5. Validity, Reliability and Accuracy:**

Reports are maintained by the Division's internal reporting procedures and by the Departments main computer data base system Mapper.

**6. Data Source, Collection and Reporting:**

Source All non-key renewal applications processed are documented thru the Departments main computer data base system MAPPER.

Collection Reports are generated by the main computer data base system.

Reporting Reports are submitted on a monthly application processing report.

**7. Calculation Methodology:**

Calculation Numeric

Methodology N/A

**8. Scope:**

Indicators are collected statewide, however, internal procedures provide the capability of a break down of numbers by region, office, location, agent, etc.

**9. Caveats:**

Not applicable.

**10. Responsible Person:**

Casino Gaming Division's Administrative Lieutenant - Lt. Rhett Trahan

Telephone No. 225-922-0588 Fax# 225-925-4822

Pamela Daigle - Administration Specialist 1 - Casino Gaming Division Admin.

Telephone No. 225-922-2706 Fax# 225-925-4822



## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: State Police Gaming Enforcement Program**

**Objective: I.1**

**Indicator Name: Number of casino gaming key employee initial applications processed.**

**Indicator LaPAS PI Code: 13696**

**1. Type and Level:**

Type	Output
Level	S

**2. Rationale:**

To measure the number of key employee initial applications processed by the Division.

**3. Use:**

For internal Division management purposes.

**4. Clarity:**

Indicator clearly defines and identifies what is being measured.

**5. Validity, Reliability and Accuracy:**

Reports are maintained by the Division's internal reporting procedures and by the Departments main computer data base system Mapper.

**6. Data Source, Collection and Reporting:**

Source All key initial applications processed are documented thru the Departments main computer data base system MAPPER.

Collection Reports are generated by the main computer data base system.

Reporting Reports are submitted on a monthly application processing report.

**7. Calculation Methodology:**

Calculation Numeric

Methodology N/A

**8. Scope:**

Indicators are collected statewide, however, internal procedures provide the capability of a break down of numbers by region, office, location, agent, etc.

**9. Caveats:**

Not applicable.

**10. Responsible Person:**

Casino Gaming Division's Administrative Lieutenant - Lt. Rhett Trahan

Telephone No. 225-922-0588 Fax# 225-925-4822

Pamela Daigle - Administration Specialist 1 - Casino Gaming Division Admin.

Telephone No. 225-922-2706 Fax# 225-925-4822

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: State Police Gaming Enforcement Program**

**Objective: I.1**

**Indicator Name: Number of casino gaming key employee renewal applications processed.**

**Indicator LaPAS PI Code: 13697**

**1. Type and Level:**

Type	Output
Level	S

**2. Rationale:**

To measure the number of key employee renewal applications processed by the Division.

**3. Use:**

For internal Division management purposes.

**4. Clarity:**

Indicator clearly defines and identifies what is being measured.

**5. Validity, Reliability and Accuracy:**

Reports are maintained by the Division's internal reporting procedures and by the Departments main computer data base system Mapper.

**6. Data Source, Collection and Reporting:**

Source	All key renewal applications processed are documented thru the Departments main computer data base system MAPPER.
Collection	All reports are generated by the main computer data base system.
Reporting	Reports are submitted on a monthly application processing report.

**7. Calculation Methodology:**

Calculation	Numeric
Methodology	N/A

**8. Scope:**

Indicators are collected statewide, however, internal procedures provide the capability of a break down of numbers by region, office, location, agent, etc.

**9. Caveats:**

Not applicable.

**10. Responsible Person:**

Casino Gaming Division's Administrative Lieutenant - Lt. Rhett Trahan  
Telephone No. 225-922-0588 Fax# 225-925-4822

Pamela Daigle - Administration Specialist 1 - Casino Gaming Division Admin.  
Telephone No. 225-922-2706 Fax# 225-925-4822

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: State Police Gaming Enforcement Program**

**Objective: I.1**

**Indicator Name: Number of Casino Gaming initial gaming manufacturer/supplier applications processed**

**Indicator LaPAS PI Code: 13698**

**1. Type and Level:**

Type	Output
Level	S

**2. Rationale:**

To determine the efficiency of internal processing of gaming manufacturer/supplier applications

**3. Use:**

To determine the efficiency of internal processing of gaming manufacturer/supplier applications

**4. Clarity:**

The indicator does clearly identify what is being measured.

**5. Validity, Reliability and Accuracy:**

The Division has internal policies to insure accuracy and reliability.

**6. Data Source, Collection and Reporting:**

Source	Internal database
Collection	Quarterly
Reporting	State Fiscal Year

**7. Calculation Methodology:**

Calculation	Numeric
Methodology	Standard

**8. Scope:**

Aggregate

**9. Caveats:**

None

**10. Responsible Person:**

Office of State Police, General Gaming Division Staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: State Police Gaming Enforcement Program**

**Objective: I.1**

**Indicator Name: Number of Casino Gaming renewal gaming manufacturer/supplier applications processed**

**Indicator LaPAS PI Code: 13699**

**1. Type and Level:**

Type	Output
Level	S

**2. Rationale:**

Measures the amount of gaming manufacturer/supplier renewal applications processed

**3. Use:**

To determine the efficiency of internal processing of gaming manufacturer/supplier renewal applications

**4. Clarity:**

The indicator does clearly identify what is being measured.

**5. Validity, Reliability and Accuracy:**

The Division has internal policies to insure accuracy and reliability.

**6. Data Source, Collection and Reporting:**

Source	Internal database
Collection	Quarterly
Reporting	State Fiscal Year

**7. Calculation Methodology:**

Calculation	Numeric
Methodology	Standard

**8. Scope:**

Aggregate

**9. Caveats:**

None

**10. Responsible Person:**

Office of State Police, General Gaming Division Staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: State Police Gaming Enforcement Program**

**Objective: I.1**

**Indicator Name: Number of Casino Gaming initial non-gaming manufacturer/supplier applications processed**

**Indicator LaPAS PI Code: 13700**

**1. Type and Level:**

Type	Output
Level	S

**2. Rationale:**

Measures the amount of non-gaming manufacturers initial applications processed

**3. Use:**

To determine the efficiency of internal processing of non-gaming manufacturer/supplier applications

**4. Clarity:**

The indicator does clearly identify what is being measured.

**5. Validity, Reliability and Accuracy:**

The Division has internal policies to insure accuracy and reliability.

**6. Data Source, Collection and Reporting:**

Source	Internal Database
Collection	Quarterly
Reporting	State Fiscal Year

**7. Calculation Methodology:**

Calculation	Numeric
Methodology	Standard

**8. Scope:**

Aggregate

**9. Caveats:**

None

**10. Responsible Person:**

Office of State Police, General Gaming Division Staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: State Police Gaming Enforcement Program**

**Objective: I.1**

**Indicator Name: Number of Casino Gaming renewal non-gaming manufacturer/supplier applications processed**

**Indicator LaPAS PI Code: 13701**

**1. Type and Level:**

Type	Output
Level	S

**2. Rationale:**

Measures the number of non-gaming manufacturer renewal applications processed

**3. Use:**

To determine the efficiency of internal processing of non-gaming manufacturer/supplier renewal applications

**4. Clarity:**

The indicator does clearly identify what is being measured.

**5. Validity, Reliability and Accuracy:**

The Division has internal policies to insure accuracy and reliability.

**6. Data Source, Collection and Reporting:**

Source	Internal Database
Collection	Quarterly
Reporting	State Fiscal Year

**7. Calculation Methodology:**

Calculation	Numeric
Methodology	Standard

**8. Scope:**

Aggregate

**9. Caveats:**

None

**10. Responsible Person:**

Office of State Police, General Gaming Division Staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: State Police Gaming Enforcement Program**

**Objective: I.1**

**Indicator Name: Number of Indian gaming applications processed.**

**Indicator LaPAS PI Code: 66666**

**1. Type and Level:**

Type	Output
Level	S

**2. Rationale:**

To measure the number of employee (initial) applications processed by the Division.

**3. Use:**

For internal Division management purposes.

**4. Clarity:**

Indicator clearly defines and identifies what is being measured.

**5. Validity, Reliability and Accuracy:**

Reports are maintained by the Division's internal reporting procedures and by the Departments main computer data base system Mapper.

**6. Data Source, Collection and Reporting:**

Source	All employee (initial) applications processed are documented thru the Departments main computer data base system MAPPER.
Collection	All reports are generated by the main computer data base system.
Reporting	Reports are submitted on a monthly application processing report.

**7. Calculation Methodology:**

Calculation	Numeric
Methodology	N/A

**8. Scope:**

Indicators are collected statewide, however, internal procedures provide the capability of a break down of numbers by region, office, location, agent, etc.

**9. Caveats:**

Not applicable.

**10. Responsible Person:**

Casino Gaming Division's Administrative Lieutenant - Lt. Rhett Trahan  
Telephone No. 225-922-0588      Fax# 225-925-4822

Pamela Daigle - Administration Specialist 1 - Casino Gaming Division Admin.  
Telephone No. 225-922-2706      Fax# 225-925-4822

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: State Police Gaming Enforcement Program**

**Objective: I.1**

**Indicator Name: Number of applicats denied/revoked.**

**Indicator LaPAS PI Code: 11139**

**1. Type and Level:**

Type      Output

Level    G

**2. Rationale:**

To measure the number of employee applications the Division has denied/revoked.

**3. Use:**

For internal Division management purposes.

**4. Clarity:**

Indicator clearly defines and identifies what is being measured.

**5. Validity, Reliability and Accuracy:**

Reports are maintained by the Division's internal reporting procedures and by the Departments main computer data base system MAPPER.

**6. Data Source, Collection and Reporting:**

Source      All denied/revoked employee applications are documented thru the Departments main computer data base system MAPPER.

Collection    All reports are generated by the main computer data base system

Reporting    Reports are submitted on a monthly application processing report.

**7. Calculation Methodology:**

Calculation    Numeric

Methodology N/A

**8. Scope:**

Indicators are collected statewide, however, internal procedures provide the capability of a break down of numbers by region, office, location, agent, etc.

**9. Caveats:**

Not applicable.

**10. Responsible Person:**

Casino Gaming Division's Administrative Lieutenant - Lt. Rhett Trahan

Telephone No. 225-922-0588      Fax# 225-925-4822

Pamela Daigle - Administration Specialist 1 - Casino Gaming Division Admin.

Telephone No. 225-922-2706      Fax# 225-925-4822



## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: State Police Gaming Enforcement Program**

**Objective: I.1**

**Indicator Name: Number of slot machines tested**

**Indicator LaPAS PI Code: 14243**

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

To measure the number of casino slot machines tested by the Division.

**3. Use:**

For internal Division management purposes.

**4. Clarity:**

Indicator clearly defines and identifies what is being measured.

**5. Validity, Reliability and Accuracy:**

Reports are maintained by the Division's internal reporting procedures. All testings are documented by Significant Action Reporting requirements and procedures. The implementation of the DCCS system will enhance the regulatory oversight.

**6. Data Source, Collection and Reporting:**

Source All slot machines are tested by Division agents and are documented thru the Division's Significant Action Reports. The DCCS system will generate valuable reports regarding slot machine activity.

Collection Significant Action Reports are submitted on a daily basis or on completion of testing slot machines. Daily activity reports will also be ran on the DCCS system.

Reporting Significant Action Report numbers are issued on a daily basis and are documented on a Significant Action Report. Historical statistical data will be maintained on the DCCS system.

**7. Calculation Methodology:**

Calculation	Numeric
Methodology	N/A

**8. Scope:**

Indicators are collected statewide, however internal procedures provide the capability of a break down of indicators by region, office, location, agent, etc.

**9. Caveats:**

Not applicable.

**10. Responsible Person:**

Casino Gaming Division's Administrative Lieutenant - Lt. Rhett Trahan

Telephone No. 225-922-0588

Fax# 225-925-4822

Pamela Daigle - Administration Specialist 1 - Casino Gaming Division Admin.

Telephone No. 225-922-2706

Fax# 225-925-4822

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: State Police Gaming Enforcement Program**

**Objective: I.1**

**Indicator Name: Average processing time for Video Poker Type 1 license applications**

**Indicator LaPAS PI Code: 14249**

**1. Type and Level:**

Type	Efficiency
Level	K

**2. Rationale:**

Measures the time to process Video Poker license Types 1 applications

**3. Use:**

To determine the efficiency of internal processing of Video Poker Type 1 applications

**4. Clarity:**

The indicator does clearly identify what is being measured.

**5. Validity, Reliability and Accuracy:**

The Division has internal policies to insure accuracy and reliability.

**6. Data Source, Collection and Reporting:**

Source	Internal database
Collection	Quarterly
Reporting	State Fiscal Year

**7. Calculation Methodology:**

Calculation	Numeric
Methodology	The processing time for an application divided by the number of applications

**8. Scope:**

Aggregate

**9. Caveats:**

None

**10. Responsible Person:**

Office of State Police, General Gaming Division Staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: State Police Gaming Enforcement Program**

**Objective: I.1**

**Indicator Name: Average processing time for Video Poker Type 2 license applications**

**Indicator LaPAS PI Code: 14249**

**1. Type and Level:**

Type	Efficiency
Level	K

**2. Rationale:**

Measures the time to process Video Poker license Type 2 applications

**3. Use:**

To determine the efficiency of internal processing of Video Poker Type 2 applications

**4. Clarity:**

The indicator does clearly identify what is being measured.

**5. Validity, Reliability and Accuracy:**

The Division has internal policies to insure accuracy and reliability.

**6. Data Source, Collection and Reporting:**

Source	Internal database
Collection	Quarterly
Reporting	State Fiscal Year

**7. Calculation Methodology:**

Calculation	Numeric
Methodology	The processing time for an application divided by the number of applications

**8. Scope:**

Aggregate

**9. Caveats:**

None

**10. Responsible Person:**

Office of State Police, General Gaming Division Staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Office of State Police Gaming Enforcement Program**

**Objective: I.1**

**Indicator Name: Number of video poker compliance inspections conducted**

**Indicator LaPAS PI Code: 11023**

**1. Type and Level:**

Type	Efficiency
Level	G

**2. Rationale:**

To insure the compliance with video poker laws and regulations.

**3. Use:**

To insure that licensee's are in compliance with video poker laws and regulations

**4. Clarity:**

The indicator does clearly identify what is being measured.

**5. Validity, Reliability and Accuracy:**

The Division has internal policies to insure accuracy and reliability.

**6. Data Source, Collection and Reporting:**

Source	Internal Database
Collection	Quarterly
Reporting	State Fiscal Year

**7. Calculation Methodology:**

Calculation	Numeric
Methodology	Standard

**8. Scope:**

Aggregate

**9. Caveats:**

None

**10. Responsible Person:**

Office of State Police, General Gaming Division Staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: State Police Gaming Enforcement Program**

**Objective: I.1**

**Indicator Name: (Average) Number of gaming enforcement inspections per investigator.**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Efficiency
Level	G

**2. Rationale:**

Measures the number of casino inspections conducted by enforcement agent.

**3. Use:**

For internal Division management purposes.

**4. Clarity:**

Performance indicator clearly defines and identifies what is being measured.

**5. Validity, Reliability and Accuracy:**

Reports are maintained by the Division's internal reporting procedures. All inspections are documented by Significant Action Reporting requirements and procedures.

**6. Data Source, Collection and Reporting:**

Source        Inspections are documented by Significant Action Reports.

Collection    Significant Action Reports are submitted on a daily basis or on completion of an inspection.

Reporting    Significant Action Report numbers are issued on a daily basis and are documented on a Significant Action Report log form.

**7. Calculation Methodology:**

Calculation   Numeric

Methodology   N/A

**8. Scope:**

Indicators are collected statewide, however internal procedures provide the capability of a break down of performance indicators by region, office, location, agent, etc.

**9. Caveats:**

Not applicable.

**10. Responsible Person:**

Casino Gaming Division's Administrative Lieutenant - Lt. Rhett Trahan

Telephone No. 225-922-2154        Fax# 225-925-4822

Pamela Daigle - Administration Specialist 1 - Casino Gaming Division Admin.

Telephone No. 225-922-2706        Fax# 225-925-4822

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: State Police Gaming Enforcement Program**

**Objective: I.1.**

**Indicator Name: (Average) Number of employee applications processed per investigator.**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Efficiency
Level	G

**2. Rationale:**

To measure the number of employee (initial & renewal) applications processed by Division investigators.

**3. Use:**

For internal Division management purposes.

**4. Clarity:**

Indicator clearly defines and identifies what is being measured.

**5. Validity, Reliability and Accuracy:**

Reports are maintained by the Division's internal reporting procedures and by the Department's main computer data base system Mapper.

**6. Data Source, Collection and Reporting:**

Source	All employee applications processed are documented thru the Department's main computer data base system Mapper.
Collection	All reports are generated by the main computer data base system.
Reporting	Reports are submitted on a monthly application processing report.

**7. Calculation Methodology:**

Calculation	Numeric
Methodology	N/A

**8. Scope:**

Indicators are collected statewide, however, internal procedures provide the capability of a break down of numbers by region, office, location, agent, etc.

**9. Caveats:**

Not applicable.

**10. Responsible Person:**

Casino Gaming Division's Administrative Lieutenant - Lt. Rhett Trahan  
Telephone No. 225-922-2154 Fax# 225-925-4822

Pamela Daigle - Administration Specialist 1 - Casino Gaming Division Admin.  
Telephone No. 225-922-2706 Fax# 225-925-4822

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: State Police Gaming Enforcement Program**

**Objective: Objective II.1**

**Indicator Name: Automate 20% of gaming files annually**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Outcome
Level	G

**2. Rationale:**

Measure the percentage of gaming files automated annually.

**3. Use:**

For internal Division management purposes

**4. Clarity:**

Performance indicator clearly defines and identifies what is being measured.

**5. Validity, Reliability and Accuracy:**

Manually filed reports which are automated will be accounted for through each of the implented systems.

**6. Data Source, Collection and Reporting:**

Source	Database
Collection	Information is received daily.
Reporting	System will update information as it is received.

**7. Calculation Methodology:**

Calculation	Numeric
Methodology	percentage

**8. Scope:**

Indicators are collected statewide, however internal procedures provide the capability to break down performance indicators by types.

**9. Caveats:**

N/A

**10. Responsible Person:**

Casino Gaming Division's Administrative Lieutenant - Lt. Rhett Trahan  
Telephone No. 225-922-0588      Fax# 225-925-4822

Pamela Daigle - Administration Specialist 1 - Casino Gaming Division Admin.  
Telephone No. 225-922-2706      Fax# 225-925-4822



## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: State Police Gaming Enforcement Program**

**Objective: III.1**

**Indicator Name: Number of personnel attending training.**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Outcome
Level	G

**2. Rationale:**

To determine the percentate of personnel receiving and completing specialized training.

**3. Use:**

For internal Division management purposes.

**4. Clarity:**

Indicator clearly defines and identifies what is being measured.

**5. Validity, Reliability and Accuracy:**

A tracking system will be established to track the career path and training objectives of the personnel attending training.

**6. Data Source, Collection and Reporting:**

Source	Internal documentation will be maintained and certificates issued.
Collection	Information will be entered into internal files.
Reporting	Annually

**7. Calculation Methodology:**

Calculation	Completion of Training program by percentages.
Methodology	N/A

**8. Scope:**

Indicators will be collected statewide, however internal procedures will provide the capability of a break down of indicators by region, office, location, agent, etc.

**9. Caveats:**

N/A

**10. Responsible Person:**

Casino Gaming Division's Administrative Lieutenant - Lt. Rhett Trahan  
Telephone No. 225-922-0588      Fax# 225-925-4822

Pamela Daigle - Administration Specialist 1 - Casino Gaming Division Admin.  
Telephone No. 225-922-2706      Fax# 225-925-4822

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: State Police Gaming Enforcement Program**

**Objective: III.1**

**Indicator Name: Percentage of personnel completing training**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Outcome
Level	G

**2. Rationale:**

To monitor the percentage of training completed by gaming personnel.

**3. Use:**

For internal Division management purposes.

**4. Clarity:**

Indicator clearly defines and identifies what is being measured.

**5. Validity, Reliability and Accuracy:**

Internal documentation will be maintained and certificates issued.

**6. Data Source, Collection and Reporting:**

Source	Internal documentation will be maintained and certificates issued.
Collection	Information will be entered into internal files.
Reporting	Annually

**7. Calculation Methodology:**

Calculation	Completion of Training program by percentages.
Methodology	N/A

**8. Scope:**

Indicators will be collected statewide, however internal procedures will provide the capability of a break down of indicators by region, office, location, agent, etc.

**9. Caveats:**

Not applicable.

**10. Responsible Person:**

Casino Gaming Division's Administrative Lieutenant - Lt. Rhett Trahan  
Telephone No. 225-922-2154      Fax# 225-925-4822

Pamela Daigle - Administration Specialist 1 - Casino Gaming Division Admin.  
Telephone No. 225-922-2706      Fax# 225-925-4822

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Training Academy**

**Objective: I.1**

**Indicator Name: Number of current topics of in-service instruction**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Input
Level	G

**2. Rationale:**

Measure the number of in-service courses conducted by the Academy

**3. Use:**

Is the number of topics in in-service appropriate

**4. Clarity:**

Not applicable

**5. Validity, Reliability and Accuracy:**

Attendance sign-in rosters and T/O of Department Sections

**6. Data Source, Collection and Reporting:**

Source	In-service Lesson Plans
Collection	Weekly
Reporting	Weekly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	N/A

**8. Scope:**

Not applicable

**9. Caveats:**

No limitations

**10. Responsible Person:**

Office of State Police, Training Academy Administrative Staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Training Academy**

**Objective: I.1**

**Indicator Name: Percentage of troopers/officers completing courses of instruction**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

Measures the percentage of troopers/officers successfully completing courses

**3. Use:**

Information will be used to ascertain the completion of training

**4. Clarity:**

Not applicable

**5. Validity, Reliability and Accuracy:**

Attendance sign-in rosters and T/O of Department Sections

**6. Data Source, Collection and Reporting:**

Source	Sign-in rosters
Collection	Weekly
Reporting	Weekly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	N/A

**8. Scope:**

Not applicable

**9. Caveats:**

No Limitations

**10. Responsible Person:**

Office of State Police, Training Academy Administrative Staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Training Academy**

**Objective: I.1**

**Indicator Name: Number of commissioned personnel tested**

**Indicator LaPAS PI Code: 8634**

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

Measure the total number of commissioned personnel tested

**3. Use:**

Are all commissioned personnel attending annual in-service training

**4. Clarity:**

Not applicable

**5. Validity, Reliability and Accuracy:**

Attendance sign-in rosters and T/O of Department Sections

**6. Data Source, Collection and Reporting:**

Source	In-service lesson plans
Collection	Weekly
Reporting	Weekly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	N/A

**8. Scope:**

Not applicable

**9. Caveats:**

No limitations

**10. Responsible Person:**

Office of State Police, Training Academy Administrative Staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Training Academy

**Objective:** I.1

**Indicator Name:** Number of police development courses conducted

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

Measure the number of leadership courses offered to commissioned personnel

**3. Use:**

Is the number of development courses appropriate for personnel

**4. Clarity:**

Not applicable

**5. Validity, Reliability and Accuracy:**

Attendance sign-in rosters and T/O of Department Sections

**6. Data Source, Collection and Reporting:**

Source	Course roster
Collection	Weekly
Reporting	Weekly

**7. Calculation Methodology:**

Calculation	Numeric
Methodology	N/A

**8. Scope:**

Not applicable

**9. Caveats:**

No limitations

**10. Responsible Person:**

Office of State Police, Training Academy Administrative Staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Training Academy

**Objective:** I.1

**Indicator Name:** Level of fitness; Percentage rated “poor” or “fair”

**Indicator LaPAS PI Code:** 8637

**1. Type and Level:**

Type	Outcome
Level	G

**2. Rationale:**

Determine the level of fitness of commissioned personnel

**3. Use:**

To evaluate the effectiveness of the Wellness Plan

**4. Clarity:**

Not applicable

**5. Validity, Reliability and Accuracy:**

Attendance sign-in rosters and T/O of Department Sections

**6. Data Source, Collection and Reporting:**

Source	In-service lesson plans
Collection	Weekly
Reporting	Weekly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	N/A

**8. Scope:**

Not Applicable

**9. Caveats:**

No limitations

**10. Responsible Person:**

Office of State Police, Training Academy Administrative Staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Training Academy

**Objective:** I.2

**Indicator Name:** Number of topics of instruction

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

To assure we meet POST requirements and Departmental requirements

**3. Use:**

To determine if each cadet meets POST and Departmental requirements

**4. Clarity:**

Not applicable

**5. Validity, Reliability and Accuracy:**

Curriculum determined prior to start of class

**6. Data Source, Collection and Reporting:**

Source	Cadet curriculum
Collection	Curriculum determined prior to start of class
Reporting	Weekly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	N/A

**8. Scope:**

Not applicable

**9. Caveats:**

Could charge for each cadet class based upon evaluations and FTO feedback, policy updates, etc.

**10. Responsible Person:**

Office of State Police, Training Academy Administrative Staff



## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Training Academy

**Objective:** I.2

**Indicator Name:** Percentage of cadets completing course of instruction

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Outcome
Level	G

**2. Rationale:**

To assure cadets meet POST and Departmental requirements

**3. Use:**

To determine how many personnel graduate the academy as compared to the number of personnel that began the course

**4. Clarity:**

Not applicable

**5. Validity, Reliability and Accuracy:**

Curriculum determined prior to start of class

**6. Data Source, Collection and Reporting:**

Source	Cadet curriculum
Collection	Curriculum determined prior to start of class
Reporting	Weekly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	N/A

**8. Scope:**

Not applicable

**9. Caveats:**

Could charge for each cadet class based upon evaluations and FTO feedback, policy updates, etc.

**10. Responsible Person:**

Office of State Police, Training Academy Administrative Staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Training Academy

**Objective:** I.3

**Indicator Name:** Number of EVOC refresher courses offered

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Input
Level	G

**2. Rationale:**

Measures Training opportunities

**3. Use:**

Information used to determine if sufficient training opportunities offered

**4. Clarity:**

EVOC (Emergency Vehicle Operator Course)

**5. Validity, Reliability and Accuracy:**

Course offering checked against training calender

**6. Data Source, Collection and Reporting:**

Source	Training Calender
Collection	Yearly
Reporting	Yearly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	N/A

**8. Scope:**

Not applicable

**9. Caveats:**

No limitations

**10. Responsible Person:**

Office of State Police, Training Academy Administrative Staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Training Academy

**Objective:** I.3

**Indicator Name:** Number of troopers/officers attending the courses of instruction

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

Measures the number of trooper/officer attending

**3. Use:**

Information will be used to ascertain completion of training

**4. Clarity:**

Not applicable

**5. Validity, Reliability and Accuracy:**

Attendance sign-in rosters and T/O of Department Sections

**6. Data Source, Collection and Reporting:**

Source	Sign-in rosters
Collection	At each instruction
Reporting	Weekly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	N/A

**8. Scope:**

Not applicable

**9. Caveats:**

No limitations

**10. Responsible Person:**

Office of State Police, Training Academy Administrative Staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Training Academy

**Objective:** I.3

**Indicator Name:** Percentage of troopers/officers completing courses of instruction

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

To convert raw number of attendees to percentage of our troopers/officers

**3. Use:**

Measure the percentage of troopers/officers completing course of instruction

**4. Clarity:**

Not applicable

**5. Validity, Reliability and Accuracy:**

Attendance sign-in rosters and T/O of Department Sections

**6. Data Source, Collection and Reporting:**

Source	Sign-in rosters
Collection	At each instruction
Reporting	Weekly

**7. Calculation Methodology:**

Calculation	Numeric
Methodology	N/A

**8. Scope:**

Not applicable

**9. Caveats:**

No limitations

**10. Responsible Person:**

Office of State Police, Training Academy Administrative Staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Training Academy**

**Objective: II.1**

**Indicator Name: Number of applicable CALEA standards**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Input
Level	G

**2. Rationale:**

Meet standards mandated by CALEA

**3. Use:**

To evaluate if the Department has met CALEA standards

**4. Clarity:**

Not applicable

**5. Validity, Reliability and Accuracy:**

Determined by CALEA standards

**6. Data Source, Collection and Reporting:**

Source	CALEA Manual
Collection	Yearly
Reporting	Yearly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	N/A

**8. Scope:**

Not applicable

**9. Caveats:**

No limitations

**10. Responsible Person:**

Office of State Police, Training Academy Administrative Staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Training Academy

**Objective:** II.1

**Indicator Name:** Number of applicable CALEA standards with which the Training Academy is in compliance

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

Meet standards mandated by CALEA

**3. Use:**

To evaluate if the Department has met CALEA standards

**4. Clarity:**

Not Applicable

**5. Validity, Reliability and Accuracy:**

Determined by CALEA standards

**6. Data Source, Collection and Reporting:**

Source	CALEA Manual
Collection	Yearly
Reporting	Yearly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	N/A

**8. Scope:**

Not Applicable

**9. Caveats:**

No Limitations

**10. Responsible Person:**

Office of State Police, Training Academy Administrative Staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Training Academy**

**Objective: II.1**

**Indicator Name: Percentage of standards with which the Training Academy is CALEA compliant**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Outcome
Level	G

**2. Rationale:**

Meet standards mandated by CALEA

**3. Use:**

To evaluate whether or not the Department has met CALEA standards

**4. Clarity:**

CALEA (Commission on Accreditation of Law Enforcement Agencies)

**5. Validity, Reliability and Accuracy:**

Determined by CALEA standards

**6. Data Source, Collection and Reporting:**

Source	CALEA Manual
Collection	Yearly
Reporting	Yearly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	N/A

**8. Scope:**

Not Applicable

**9. Caveats:**

No Limitations

**10. Responsible Person:**

Office of State Police, Training Academy Administrative Staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Training Academy

**Objective:** III.1

**Indicator Name:** Number of personnel that are interested in obtaining an undergraduate degree

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Input
Level	G

**2. Rationale:**

Determine the undergraduate degree desires and needs of State Police personnel

**3. Use:**

Determine the number of personnel desiring an undergraduate degree

**4. Clarity:**

Not Applicable

**5. Validity, Reliability and Accuracy:**

Determined by needs of personnel willing to participate

**6. Data Source, Collection and Reporting:**

Source	Number of responses from commissioned personnel
Collection	Yearly
Reporting	Yearly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	N/A

**8. Scope:**

Not Applicable

**9. Caveats:**

No Limitations

**10. Responsible Person:**

Office of State Police, Training Academy, Administrative Staff



## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Training Academy

**Objective:** III.1

**Indicator Name:** Number of personnel that enroll in the undergraduate degree program

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

To determine the undergraduate degree desires and needs of State Police personnel

**3. Use:**

Determine the number of personnel desiring an undergraduate degree

**4. Clarity:**

Not Applicable

**5. Validity, Reliability and Accuracy:**

Determined by needs of personnel willing to participate

**6. Data Source, Collection and Reporting:**

Source	Number of responses from commissioned personnel
Collection	Yearly
Reporting	Yearly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	N/A

**8. Scope:**

Not Applicable

**9. Caveats:**

No Limitations

**10. Responsible Person:**

Office of State Police, Training Academy, Administrative Staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Training Academy

**Objective:** III.1

**Indicator Name:** Percentage of personnel that receive an undergraduate degree

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Outcome
Level	G

**2. Rationale:**

To determine the number of personnel that receive an undergraduate degree as a percentage of those that originally enrolled

**3. Use:**

Determine the percentage of those graduating relative to the number of personnel originally enrolled

**4. Clarity:**

Not Applicable

**5. Validity, Reliability and Accuracy:**

Determined by needs of personnel willing to participate

**6. Data Source, Collection and Reporting:**

Source	Number of responses from commissioned personnel
Collection	Yearly
Reporting	Yearly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	N/A

**8. Scope:**

Not Applicable

**9. Caveats:**

No Limitations

**10. Responsible Person:**

Office of State Police, Training Academy, Administrative Staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Training Academy

**Objective:** III.2

**Indicator Name:** Number of personnel that are interested in obtaining a graduate degree

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Input
Level	G

**2. Rationale:**

To determine the graduate degree desires and needs of State Police personnel

**3. Use:**

Determine the number of personnel desiring a graduate degree

**4. Clarity:**

Not Applicable

**5. Validity, Reliability and Accuracy:**

Determined by needs of personnel willing to participate

**6. Data Source, Collection and Reporting:**

Source	Number of responses from commissioned personnel
Collection	Yearly
Reporting	Yearly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	N/A

**8. Scope:**

Not Applicable

**9. Caveats:**

No Limitations

**10. Responsible Person:**

Office of State Police, Training Academy, Administrative Staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Training Academy

**Objective:** III.2

**Indicator Name:** Number of personnel that are interested in obtaining a graduate degree

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Output
Level	General Performance Indicator

**2. Rationale:**

To determine the graduate degree desires and needs through a college of higher learning

**3. Use:**

Determine the number of personnel desiring a graduate degree

**4. Clarity:**

Not Applicable

**5. Validity, Reliability and Accuracy:**

Determine by needs of personnel willing to participate

**6. Data Source, Collection and Reporting:**

Source	Number of responses from commissioned personnel
Collection	Yearly
Reporting	Yearly

**7. Calculation Methodology:**

Calculation	None Used
Methodology	Numeric

**8. Scope:**

Not Applicable

**9. Caveats:**

No Limitations

**10. Responsible Person:**

Office of State Police, Training Academy, Administrative Staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Training Academy

**Objective:** III.2

**Indicator Name:** Number of personnel that enroll in the graduate degree program

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Outcome
Level	G

**2. Rationale:**

To determine the graduate degree desires and needs of State Police Personnel

**3. Use:**

Determine the number of personnel desiring a graduate degree

**4. Clarity:**

Not Applicable

**5. Validity, Reliability and Accuracy:**

Determine by needs of personnel willing to participate

**6. Data Source, Collection and Reporting:**

Source	Number of responses from commissioned personnel
Collection	Yearly
Reporting	Yearly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	N/A

**8. Scope:**

Not Applicable

**9. Caveats:**

No Limitations

**10. Responsible Person:**

Office of State Police, Training Academy, Administrative Staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Training Academy

**Objective:** III.1

**Indicator Name:** Percentage of personnel that receive a graduate degree

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Outcome
Level	G

**2. Rationale:**

To determine the number of personnel that receive a graduate degree as a percentage of those that originally enrolled

**3. Use:**

Determine the percentage of those graduating relative to the number of personnel originally enrolled

**4. Clarity:**

Not Applicable

**5. Validity, Reliability and Accuracy:**

Determined by needs of personnel willing to participate

**6. Data Source, Collection and Reporting:**

Source	Number of responses from commissioned personnel
Collection	Yearly
Reporting	Yearly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	N/A

**8. Scope:**

Not Applicable

**9. Caveats:**

No Limitations

**10. Responsible Person:**

Office of State Police, Training Academy, Administrative Staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Training Academy

**Objective:** IV.1

**Indicator Name:** Resources available to market to other governmental agencies and private industry

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Input
Level	G

**2. Rationale:**

Determine resources available to market

**3. Use:**

Develop plan to market available resources

**4. Clarity:**

Not Applicable

**5. Validity, Reliability and Accuracy:**

Training Calendar

**6. Data Source, Collection and Reporting:**

Source	Training Calendar
Collection	Daily
Reporting	Daily

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	N/A

**8. Scope:**

Not Applicable

**9. Caveats:**

Not Applicable

**10. Responsible Person:**

Office of State Police, Training Academy, Administrative Staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Training Academy**

**Objective: IV.1**

**Indicator Name: Marketing Plan**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

Make effective management decisions

**3. Use:**

Identify potential customers

**4. Clarity:**

Not applicable

**5. Validity, Reliability and Accuracy:**

Unknown

**6. Data Source, Collection and Reporting:**

Source	JESTC Administration
Collection	Inconsistent
Reporting	Inconsistent

**7. Calculation Methodology:**

Calculation	Unknown
Methodology	N/A

**8. Scope:**

Aggregate

**9. Caveats:**

Unknown

**10. Responsible Person:**

Office of State Police, Training Academy Administrative Staff



## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program: Training Academy**

**Objective: IV.1**

**Indicator Name: Generate funds based on implementation of marketing plan**

**Indicator LaPAS PI Code: New**

**1. Type and Level:**

Type	Outcome
Level	G

**2. Rationale:**

To determine revenue available for future expenditures

**3. Use:**

Make management decisions on expenditures

**4. Clarity:**

Not Applicable

**5. Validity, Reliability and Accuracy:**

Billing and revenue statements

**6. Data Source, Collection and Reporting:**

Source	Academy Billings
Collection	Quarterly
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	N/A

**8. Scope:**

Not Applicable

**9. Caveats:**

Not Applicable

**10. Responsible Person:**

Office of State Police, Training Academy Administrative Staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** International Training Section

**Objective:** V.1

**Indicator Name:** Amount of direct federal funds allocated in cooperative agreement

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Input
Level	G

**2. Rationale:**

Funds are utilized to provide training under the cooperative agreement

**3. Use:**

Determines the number of courses that are funded

**4. Clarity:**

Not Applicable

**5. Validity, Reliability and Accuracy:**

Signed Contract

**6. Data Source, Collection and Reporting:**

Source	Cooperative agreement and any amendments
Collection	Yearly and when amended
Reporting	Yearly and when amended

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	N/A

**8. Scope:**

Not Applicable

**9. Caveats:**

Amount directly affected by Congressional Budget Office and Congress

**10. Responsible Person:**

Office of State Police, International Training Section, Administrative Staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** International Training Section

**Objective:** V.1

**Indicator Name:** Amount of indirect federal funds allocated in cooperative agreement

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Input
Level	G

**2. Rationale:**

Funds utilized to reimburse department for administrative services not directly accounted for in course task order.

**3. Use:**

Determine level of funding

**4. Clarity:**

Not Applicable

**5. Validity, Reliability and Accuracy:**

Signed contract

**6. Data Source, Collection and Reporting:**

Source	Cooperative agreement and any amendments
Collection	Quarterly
Reporting	Quarterly

**7. Calculation Methodology:**

Calculation	Independent auditor
Methodology	N/A

**8. Scope:**

Not Applicable

**9. Caveats:**

Determined by audit. Department has no control over amount.

**10. Responsible Person:**

Office of State Police, International Training Section, Administrative Staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Training Academy

**Objective:** V.1

**Indicator Name:** Number of courses conducted under cooperative agreement

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Output
Level	G

**2. Rationale:**

Determine compliance with cooperative agreement.

**3. Use:**

Measure compliance

**4. Clarity:**

Not Applicable

**5. Validity, Reliability and Accuracy:**

Determined by completed task order

**6. Data Source, Collection and Reporting:**

Source	Task Order
Collection	Monthly
Reporting	Monthly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	N/A

**8. Scope:**

No Limitations

**9. Caveats:**

Department has no control over federal budget process

**10. Responsible Person:**

Office of State Police, International Training Section, Administrative Staff

## **PERFORMANCE INDICATOR DOCUMENTATION**

**Program:** Training Academy

**Objective:** V.1

**Indicator Name:** Percentage of scheduled courses conducted

**Indicator LaPAS PI Code:** New

**1. Type and Level:**

Type	Outcome
Level	G

**2. Rationale:**

Determine compliance with cooperative agreement.

**3. Use:**

Measure compliance

**4. Clarity:**

Not Applicable

**5. Validity, Reliability and Accuracy:**

Determined by completed task order

**6. Data Source, Collection and Reporting:**

Source	Task Order
Collection	Monthly
Reporting	Monthly

**7. Calculation Methodology:**

Calculation	Numeric tally
Methodology	N/A

**8. Scope:**

No Limitations

**9. Caveats:**

Department has no control over federal budget process

**10. Responsible Person:**

Office of State Police, International Training Section, Administrative Staff